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ILLINOIS HISTORICAL SURVEY

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INVENTORY OF THE COUNTY ARCHIVES OF ILLINOIS

No. CARROLL COUNTY
[MOUNT CARROLL]

THE HISTORICAL RECORDS SURVEY

CHICAGO · ILLINOIS

DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS

WORKS PROGRESS ADMINISTRATION

INVENTORY OF THE COUNTY ARCHIVES

OF ILLINOIS

Prepared by

The Historical Records Survey
Division of Women's and Professional Projects
Works Progress Administration

No. 8. CARROLL COUNTY (MT. CARROLL)

* * * * * *

Chicago, Illinois
The Historical Records Survey
December 1937

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ILLINOIS HISTORICAL SURVEY

PREFACE

The Historical Records Survey was initiated as a nation-vide undertaking in January 1936, as part of the Federal Writers' Project of the Works Progress Administration. In Illinois the Survey became an independent unit in August 1936, but continued to operate as a part of the nation-wide project under the technical supervision of Dr. Luther H. Evans, National Director, and under the administrative supervision of the Division of Women's and Professional Projects.

In compiling this Inventory of the Archives of Carroll County, the Survey has sought to locate, describe, and classify all extant county records and to make them more easily accessible to county officials, the general public, and research workers. It is believed that this inventory will be useful in the preservation of this valuable material, and as a guide to the archives wherein may be found so much important information in the fields of history, sociology, political science, and economics. While some historians have realized this for many years, the general public has never been made aware of the intrinsic worth of this material. In the official documents of Carroll County is recorded the story of the coming into the wilderness of settlers who created a territory and later founded a state, bought and sold land, built roads, established schools, and created the rudiments of a simple frontier government.

The Historical Records Survey has proved itself of valuable assistance to local and county governments in Illinois. Records have been rearranged and made more accessible, material believed to be lost has been located, indexing projects have been fostered, and county officials have been encouraged and induced to provide new equipment for their offices and better storage space for the records. In addition, the program of the Archives Division of the State Library to locate, inventory, collect, and preserve public records has been materially advanced by the work of the Survey. Information has been obtained leading to the drafting of new legislation for the handling of records. Valuable work has been done in the microfilming of records, in codifying county archives, and in preparing inventories of current and non-current records for the various state departments.

Work on the survey of records of Carroll County was begun November 1, 1936, and completed March 15, 1937. The entire work was started and finished under the direction of Alston G. Field, at that time State Director of the Historical Records Survey. The inventory was taken by Fred Zemke, under the supervision of Catherine Turner. Carroll is the eighth county on the alphabetically arranged list of the one hundred and two counties in Illinois.

The various units of the Inventory of County Archives of Illinois will be issued in mimeographed form for free distribution to government

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offices, libraries and historical societies in Illinois, and libraries in other states. Requests for information concerning particular units of the Inventory should be addressed to the state director.

All of the officers of Carroll County cooperated in every possible way with the workers, and grateful acknowledgment of their aid is hereby made. County officials at the time of the survey were: W. R. Watson, county clerk; Valentine Boerner, circuit clerk, succeeded by J. Gelwicks; Frank L. Ross, county treasurer; Eber D. Shepherd, sheriff; Franklin U. Stransky, state's attorney, succeeded by J. L. Brearton; Lawrence E. Brudi, superintendent of schools; S. C. Campbell, superintendent of highways and surveyor; J. B. Schreiter, coroner. I wish also to express appreciation for the cooperation rendered by the officials of the Illinois Works Progress Administration and the Federal Writers' Project.

Howard E. Colgan
State Director
The Historical Records Survey

December 10, 1937

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(First entry, p. 16)

1. HISTORICAL SKETCH

The first settlement in what is known as Carroll County was made at Savanna in 1828 by a small group of whites, who had been captivated by the beauty of the countryside as they were on their way south from the lead mines in the Galena region. These first settlers, George and Vance Davidson, Aaron Pierce and William Bundle, and their families, formed the nucleus, around which the settlement grew and which led to the formation of other communities.

Carroll County was separated from Jo Daviess County by act of legislature February 22, 1839,[1] its boundaries remaining unchanged to this day. It is bounded on the north by Jo Daviess and Stephenson Counties, on the east by Ogle County, on the south by Whiteside County, and on the west by the Mississippi River.

Before the establishment of the new county, the settlers of Cherry Grove had already selected the name Carroll for the proposed county. The majority of the settlers, being Marylanders, decided upon that name in honor of Charles Carroll of Carrollton, a statesman of the Revolutionary period, signer of the Declaration of Independence, and United States senator from Maryland.

Savanna was chosen as the county seat by the county electorate on April 8, 1839.[2] At the same election William B. Goss was elected county clerk and Royal Cooper, circuit clerk. The first term of the circuit court was held at Savanna on the first Monday in May, 1840. An untenanted frame building, owned by a railroad or steamboat engineer, and located on block forty at the upper end of the town, was used as the courthouse. It also served as a schoolhouse, church, and public meeting place.

As the number of settlements increased, the question of finding a more convenient location for a county seat loomed before the county. This question had been made the more imperative because of the neglect or inability of the Savanna authorities to comply with section 3 of the law, under which the county was organized.[3] The provisions in this section were to the effect that the town of Savanna was to "donate to said new county for the purpose of erecting public buildings a sufficient number of lots, in the town of Savanna, for the accommodation of the necessary public buildings and three thousand five hundred dollars in

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1. L.1839, p. 160-62.
2. Ibid., p. 161.
3. Ibid.

cash, payable in three equal installments, say in six, twelve, and eighteen months from the time of the location of the said county seat."

At the September term of the county commissioners' court in 1840, Porter Sargent was appointed agent "to confer with the proprietors of the town of Savanna on the subject of the money donated by them for the purpose of erecting buildings for the county and in conjunction with them to devise means for assessing the town property and making out a pro-rata list and collecting the obligations or money accordingly, and return the same to the county commissioners' court by their next meeting in December, or sooner the obligation, if taken, to be made payable in installments as called for by the commission." Several postponements or extensions having been granted after this action by the court, it was decided by the court, at its regular session on Monday, December 6, 1841, that a special session should be held on the first Monday in February, 1842, for the purpose of considering proposals for the erection of a county jail.

Since Savanna had failed up to this time to comply with the requirements of the law, an act to relocate the county seat of Carroll County was passed at the session of the State Legislature in 1842-43.[1] John Dixon of Lake County, Moses Hallett of Jo Daviess County, and Nathaniel Belcher of Rock Island County were appointed commissioners to select a site for the county seat.[2] Mt. Carroll was proposed as an alternate location for the new county seat, and an election was held in August 1843, to vote for either Savanna or Mt. Carroll.[3] Of the 421 votes cast 231 were for Mt. Carroll and 190 for Savanna.

The immediate site for a courthouse, as indicated by the commissioners by driving a stake in the ground, was near the west line of what is now Main Street, on top of the hill near the Baptist Church. On December 5, 1843, Colonel Burs Tomilson a member of the board of commissioners, started arrangements for the erection of a courthouse. A part of these arrangements were negotiations with the firm of Emmert, Halderman and Company relative to a previous offer made by them, the final result being a compromise to the effect that "if the county commissioners would deed back to the company the forty acres donated by them to the county and release them from the payment of the one thousand dollars which they had donated, and in addition deed them a tract of thirteen acres, the company would give a sufficient number of acres of ground near their mill and build thereon a courthouse and deed the same to the county."

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1. L.1843, p. 126.
2. Ibid.
3. The legislature provided that in August of 1843 an election was to be held for the county electorate to decide either upon the then present seat of Savanna or the seat designated by the commissioners, L.1843, p. 126.

The present public square was surveyed in 1843, and the erection of a stone courthouse was begun in December of the same year, the site selected being the northwest corner of the square. Upon completion of the new courthouse, the first session of the county commissioners' court ever held in Mt. Carroll convened on Monday, September 2, 1844.

The township form of government was adopted by Carroll County in 1849, the county commissioners' court ceasing to function with the first meeting of the board of supervisors. At the present time there are fourteen townships in Carroll County.[1]

This first courthouse in Mt. Carroll served its purpose until 1858, when a larger building of brick was erected in the southeast corner of the square and the county offices were moved into this new courthouse. As the years passed, expansion again became necessary, and in 1895 a second building was erected about forty feet south of the already existing courthouse. This structure is known as "the courthouse annex."

Carroll County is principally an agricultural county, its fertile soil providing a comfortable living for thousands of families. It comprises an area of four hundred and fifty-three square miles, and its population, according to the 1930 census, is 18,433. It is well known for its scenic beauty, as evidenced by the creation within its boundaries of the famous Mississippi Palisades State Park, noted for its grotesque rock formations and picturesque lanes and valleys.

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1. Cherry Grove; Elkhorn Grove; Fairhaven; Freedom; Lima; Mt. Carroll; Rock Creek; Salem; Savanna; Shannon; Washington; Woodland; Wycox; York.

2. GOVERNMENTAL ORGANIZATION AND RECORDS SYSTEM

The county in Illinois is a corporate body and an administrative unit of the state. In Carroll and other counties organized under the township plan, the towns comprise a unit of county government.

The county board has general administrative jurisdiction of county and town affairs, including authority to raise revenue within statutory limits, control of public and semipublic funds, and management of corporate property. In Carroll County, where it is composed of all the town supervisors, it is known as the board of supervisors. This governing body has also power to appropriate money for roads and bridges. The county clerk is its ministerial and secretarial officer.[1] An early significant function of the board was the role it performed as board of review for the equalization of assessments. Since 1898, however, the chairman of the county board is the ex-officio chairman of this body. Two additional members are appointed by the county judge.

The fiduciary aspect of finances is represented by the county treasurer, who receives, has custody of, and disburses by order of the county board or with statutory authorization, all funds. In Carroll County, he also is ex-officio supervisor of assessments and county collector, bringing about a centralization of the revenue procedure. The county clerk, as one phase of his duties, binds together the entire revenue procedure, originating certain records, collecting relevant information, and reporting from each officer or body concerned to the others.[2]

Justice is administered by the following officers: two justices of the peace in each district, in Carroll County coextensive with

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1. Constitution of 1818, Art. III, sec. 3; R.S.1845, p. 129-36; Constitution of 1848, Art. V, sec. 17,19, Art. VII, sec. 6; L.1849, p. 63-65; L.1851, p. 35-39,46,47,50-63; L.1859, p. 129; L.1861, p. 236-38; L.1869, p. 104; Constitution of 1870, Art. VI, sec. 18; R.S.1874, p. 260,273,321-25; L.1909, p. 160; L.1911, p. 242,243; L.1925, p. 323.
2. R.S.1845, p. 136,138,139; L.1851, p. 37-45; L.1853, p. 14,66,77, 111; L.1861, p. 239,240; Constitution of 1870, Art. X, sec. 8; L.1871-72, p. 664; L.1872, p. 11,14,15,19,23,41,47,55-58; L.1873, p. 51; R.S.1874, p. 323,324; L.1879, p. 241,242; L.1881, p. 133; L.1885, p. 142-47,234; L.1895, p. 304; L.1898, p. 36-45,50; L.1905, p. 360; L.1911, p. 485; L.1913, p. 516; L.1915, p. 568; L.1917, p. 654; L.1919, p. 765; L.1923, p. 495; L.1927, p. 744; L.1931, p. 747; L.1932, p. 84; L.1933, p. 898.

townships; the county judge who also functions as the ex-officio judge of the probate court; three circuit judges elected by the judicial district composed of five counties of which Carroll is a part. Appeals may be taken from the county or probate court to the circuit court. The records of the county and probate courts are kept by the county clerk as ex-officio clerk in both instances. The clerk of the circuit court serving Carroll County is elected by the county electorate. The sheriff is the ministerial officer of all courts of record, and is the principal agent for the enforcement of law. The coroner shares many powers, as conservator of the peace, with the sheriff; however, his major duty of holding inquests pertains to the administration of justice.[1]

In the administration of education, the county superintendent of schools occupies an important central position. In the townships are boards of trustees of school districts, aided by the town treasurer and town clerk; they have financial and executive powers, and responsibility to the superintendent in each. The superintendent also exercises wide supervisory powers in all matters relating to schools and educational affairs. Above him are the following authorities: the county board, exercising general financial control; the superintendent of public instruction, representing state academic supervision; the state department of public health, the state fire marshal, and the state architect, advising in such matters related to schools as fall within their province. The superintendent reports on his supervision in the county to all these officers and bodies, thereby unifying the administration of education.[2]

Public health services are similarly administered on all levels of government, with the county clerk figuring importantly. The state department of public health has authority over sanitation, exercised through district boards consisting of the town supervisor, assessor, and clerk. Each county clerk is the liaison officer in his county between the local and state agencies. The same department supervises lodging houses; the supervision is effected in each county through reports collected by the county clerk. It also has supervision of the

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1. Constitution of 1818, Art. IV, sec. 4; R.S.1845, p. 75,76,143-58, 323-26,414-27,515-18; Constitution of 1848, Art. V, sec. 7,16,17, 29; L.1849, p. 61,62-67; L.1854, p. 16,17; L.1859, p. 95-97; L.1861, p. 119; L.1865, p. 79,80; Constitution of 1870, Art. V, sec. 25, Art. VI, sec. 12,13,18,20; Art. X, sec. 8; L.1871-72, p. 189,190,325; L.1872, p. 19,32-34,46,55-58; R.S.1874, p. 172-75,260-64,273,281-87,321,329,339-41,989-92; L.1877, p. 77-84; L.1895, p. 206,210,211,217; L.1907, p. 213; L.1909, p. 311,335; L.1919, p. 403; L.1931, p. 388; L.1933, p. 435-48, 451,459.
2. R.S.1845, p. 497-99; L.1872, p. 702-5; L.1889, p. 262-66; L.1909, p. 342-50; L.1915, p. 628-35; L.1919, p. 387.

registration of vital statistics, in Carroll County exercised through the town clerks, who act as local registrars. But the county clerk is charged with keeping duplicate records and also with reporting thereupon to the department, thereby again acting as the agent of state control in his county.[1]

Public and semipublic works are administered by township, county, and state authorities. The (state) department of public works and buildings, through the county superintendent of highways, exercises technical supervision of the construction and maintenance of township, county and state roads, culverts and bridges. The county superintendent of highways is also subject to the direction of the (state) chief highway engineer. He is required to keep record of his duties prescribed by the department and the chief highway engineer. The said superintendent exercises powers over the township and county roads and bridges and is also granted supervision over state-aid roads in his county.

Another aspect of this large phase of public works is the provision for drainage districts, governed by quasi-corporate bodies of drainage commissioners. Organized basically by towns, these commissioners have all powers necessary to the construction and maintenance of drains and ditches for agricultural, sanitary, and mining purposes. In some cases the town clerk, in others the county clerk, ministers to the commissioners.

The county surveyor is necessarily often employed in these public and semipublic works.[2] He also makes surveys for private persons, as a step in the creation of land records. His maps and plats, however, have no legal effect unless recorded by the recorder. The latter, whose duties are performed in Carroll County by the clerk of the circuit court in an ex-officio capacity, also is charged with the recordation of instruments affecting title to land and the less important other classes of instruments conveying or establishing non-property rights.[3]

The coordination of county government is effected through the county clerk. In addition to his many and dissimilar duties, already noted, he issues licenses, has custody of official bonds, keeps various registers, enters into the election procedure, and acts for the board of review. This entire concentration of duties, statutory jurisdiction over which is vested variously in the county board, the

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1. L.1877, p. 208-11; L.1899, p. 355,356; L.1901, p. 301-6; L.1903, p. 315-18; L.1915, p. 660-70; L.1917, p. 763-68; L.1923, p. 480.
2. Constitution of 1870, Art. IV, sec. 31; R.S.1874, p. 1050; L.1879, p. 120-34; L.1885, p. 73-113; L.1913, p. 521-81.
3. R.S.1845, p. 305,432,606; R.S.1874, p. 833-35,1050; L.1885, p. 77; L.1901, p. 307; L.1915, p. 575; L.1931, p. 667.

county court, and other bodies, results in a considerable centralization of county government.[1]

All the town offices and all the independent county offices, except surveyor, superintendent of highways, and probation officer are now filled by election, and most have been since 1848. The surveyor also was elected at one time, but he and the superintendent of highways are now appointed by the county board. Only a few of the present county offices and bodies were recognized by the first state constitution; but, except for the county court, established in 1848, the probation officer created in 1911, and the superintendent of highways, created in 1913, all were established by law at a very early date and are recognized by the second and the present constitution.

The creation of such state agencies as touch upon county government is a later development, occurring between 1877 and 1917. The quantity and character of county records are affected thereby, but not the system of records. More significant in its effect on records is the concentration of multiple and dissimilar duties in the county clerk.

Making for uniformity in records are laws requiring county boards to supply books and forms in many cases. But the only uniformity between counties is accomplished by the use of standard forms in a few cases required by state agencies. Legislation to extend this development has the support of local officers. Adequate statutory provision is made for rebinding and transcription of old records. The use of loose-leaf books has further improved records; statutory compulsion could extend the improvement. The legal requirement to destroy election ballots after two years is not always regarded; new legislation, more extensive in scope as well as more stringent, would be valuable.

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1. L.1819, p. 25,79,206; L.1845, p. 41,42; L.1861, p. 238; L.1872, p. 380; R.S.1874, p. 325; L.1877, p. 209; L.1885, p. 142.

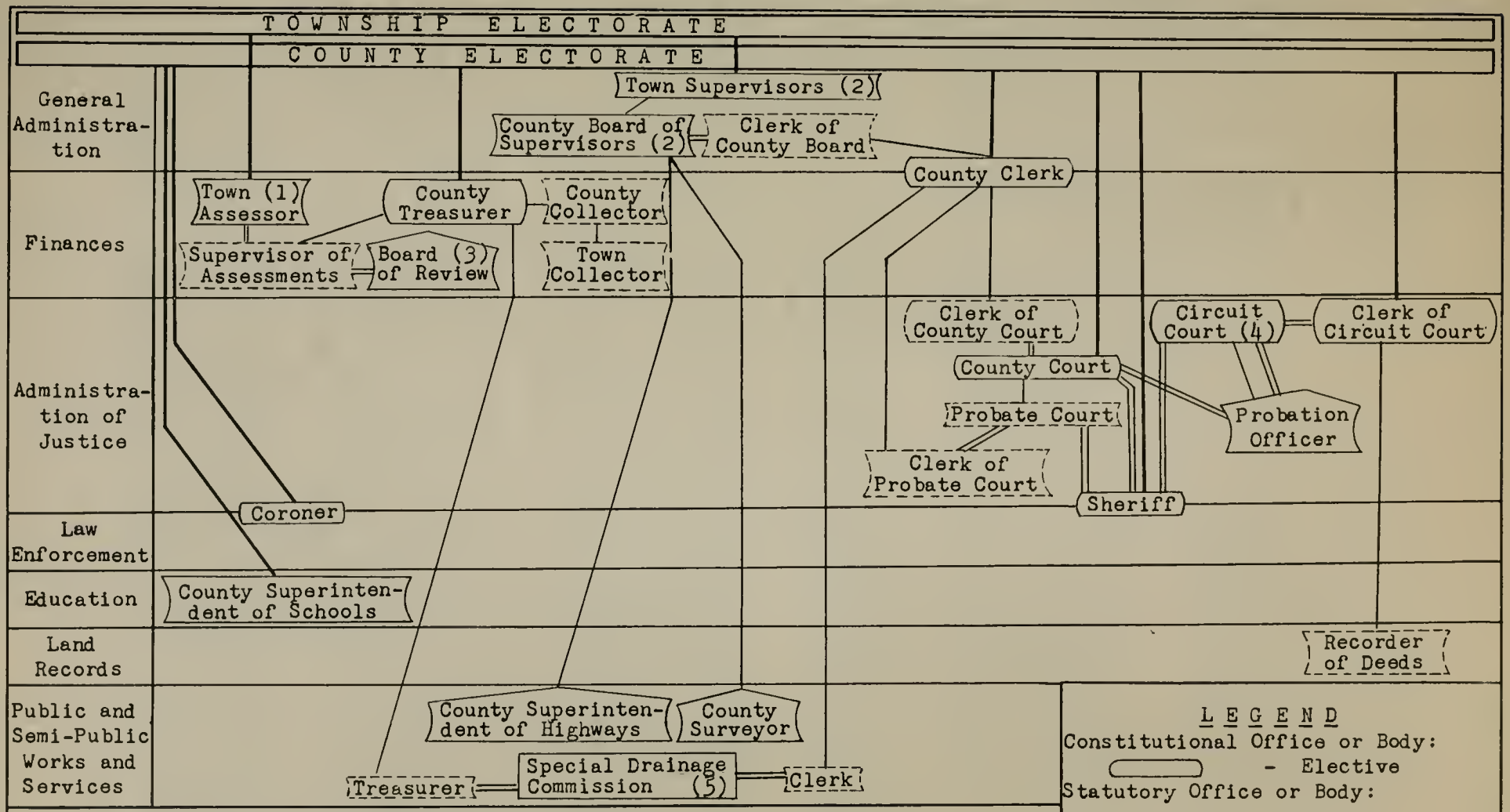

CHART SHOWING CARROLL COUNTY GOVERNMENTAL ORGANIZATION, 1937

(First entry, p. 16)

3. HOUSING, CARE, AND ACCESSIBILITY OF THE RECORDS

County government in Carroll County is carried on in two red brick, two-story buildings, both occupying the public square in the city of Mt. Carroll, the county seat. The older building, referred to as the courthouse, was completed in 1858; this building took the place of the first courthouse completed in 1845. The second building, known as the courthouse annex, was erected in 1895.

The courthouse is fifty feet wide, one hundred feet long, and forty-three feet high, and contains 215,000 cubic feet; the courthouse annex is forty-four feet wide, fifty feet long, and thirty-six feet high, and contains 79,200 cubic feet. Both buildings, despite their age, are in an excellent state of preservation; they are not fireproof although ninety percent of the county records are stored in fireproof vaults. All offices have hardwood floors, and plastered walls and ceilings. Large windows in all offices provide a maximum of light and ventilation.

In the courthouse are found the offices and most of the records of the county treasurer and the sheriff. The courthouse annex houses the offices and all of the records of four other county officials, the county and probate clerk, circuit clerk and recorder, superintendent of schools, and superintendent of highways.

The treasurer's office in the courthouse has an adjoining vault on the first floor. These two repositories contain ninety percent of the records, including those of the assessor and collector, filed partly on wooden shelving and partly in steel filing cabinets. There is no crowding in either location, while the amount of equipment on hand is sufficient for some time to come. In the office are several tables and chairs for the use of persons wishing to peruse the records. The vault has no such accommodation. The remaining ten percent of the records are stored in the county clerk's basement vault, in the courthouse annex.

The sheriff's quarters, consisting of an office and an adjoining vault, are also on the first floor of the courthouse. In the vault, which corresponds in size to the treasurer's vault, the sheriff keeps all his records on eighteen linear feet of wooden shelving. There is no crowding, and facilities for future expansion are ample, both with or without new shelving. No provision for ventilation exists in this vault. As in the case of the treasurer, all records to be used are brought out onto the tables in the adjoining office.

The county and probate clerk's records are found in his office on the first floor in the courthouse annex, and in two vaults, one adjoining his office and the other located in the basement. In the office and adjoining vault also are kept the records of the drainage commissioners. The office has a floor area of three hundred and fifty square feet and is lighted by four large windows. Here, seventy percent of the records

(First entry p. 16)

are filed on roller-type steel shelving and in steel filing cabinets. The records kept here are extremely crowded, and there is no space available for additional shelving. The accommodations for users of the records are ample, however. The adjoining vault, containing twenty percent of the records, is small in size and has a relatively small amount of shelving of the wooden type. Atmospheric conditions are poor in this vault, and there are no accommodations for consultants of the records. These disadvantages apply also to the clerk's vault in the basement, where ten percent of his records are kept. This basement vault measures twelve feet square and has but one small window. The present shelving, all of the wooden type, is crowded to capacity, but there is still space for additional shelving.

The office and vaults of the circuit clerk and recorder in the courthouse annex building match those occupied by the county and probate clerk, as to number, size and layout, and type of filing equipment installed. Even the percentage of records in the three repositories is the same; in the office are seventy percent, in the adjoining vault, twenty percent, and in the circuit clerk's basement vault, ten percent. In the office and adjoining vault also are kept the records of the coroner and surveyor. The office is crowded for record space and there is no room for expansion. The vaults, on the other hand, are not crowded, but the space available for expansion purposes is strictly limited. The only equipment provided for consultants of the records is in the office.

On the second floor in the courthouse annex is the office of the superintendent of schools. This is a spacious, well lighted and ventilated office, and all records are kept in a steel filing cabinet. There is no crowding, and accommodations for users of the records are satisfactory. On this floor is found also the office of the superintendent of highways, occupying a floor area of four hundred square feet. Four windows give ample light. A large cabinet and several metal file boxes hold all of the superintendent's records. Although the present files are crowded, there is still space left for additional storage equipment. Several tables and chairs are provided for the use of those wishing to see the records.

In review, it may be stated that the Carroll County records are adequately housed and cared for, particularly in consideration of the limited facilities at the command of the officials of the county. The records are well arranged, and in addition are kept practically free from soot and dust. No serious gaps in record dates were found. Those existing are nominal only and may be attributed to changes in administration or in the manner of filing. The systems of indexing and filing in use in Carroll County correspond in the main with the systems generally adopted and practiced by the majority of other Illinois counties. All bound records are in an excellent state of preservation; the work of repairing and rebinding time-worn and damaged volumes is being done by the custodians of the various departments. There has been no loss of records from fires and floods.

4. LIST OF ABBREVIATIONS, SYMBOLS, AND EXPLANATORY NOTES

alph.	alphabetical (ly)
arr.	arranged
Art.	Article
assr.	assessor
aud.	auditor
bsmt.	basement
bd.	board
bdl.	bundle (s)
ch.	chapter (s)
chron.	chronological (ly)
cir.	circuit
clk.	clerk
coll.	collector
cor.	coroner
co.	county
ct.	court
dept.	department
ft.	feet
f.b.	file box (es)
f.d.	file drawer (s)
fl.	floor
fm.	form
hdw.	handwritten
hdgs.	headings
hwys.	highways
ibid.	ibidem - the same (reference)
i.e.	id est - that is
Ill.S.A.	Illinois Statutes Annotated
in.	inch (es)
L.	Laws
mi.	mile (s)
no. (s)	number (s)
off.	office
p.	page (s)
pr.	printed
pro.	probate
rec.	recorder
R.L.	Revised Laws
R.S.	Revised Statutes
rm.	room
sch.	school
sec.	section

sep.	separate
sess.	session
sh.	sheriff
sp.	special
strm.	storeroom
supt.	superintendent
surv.	surveyor
treas.	treasurer
twp.(s)	township(s)
U.S.R.S.	United States Revised Statutes
U.S.S.	United States Statutes
vlt.	vault
vet.	veterinarian
v.	volume(s)
--	current

1. Despite inaccuracies in spelling and punctuation, titles of records are shown in inventory proper exactly as on volumes and file boxes. The current or most recent title is used as the title of the entry.

2. Explanatory additions to inadequate titles and corrections of erroneous titles are enclosed in parentheses and have initial capitals.

3. In the absence of titles, supplied titles are capitalized and enclosed in parentheses.

4. In the title set-up, letters or numbers in parentheses indicate the exact labeling on volumes or file boxes. If the volumes or file boxes are unlabeled, no labeling is indicated.

5. Title line cross references are used to complete series for records kept separately for a period of time, and in other records for different periods of time. They are also used in all artificial entries - records which must be shown separately under their own proper office or section heading even though they are kept in files or records appearing elsewhere in the inventory. In both instances, the description of the master entry shows the title and entry number of the record from which the cross reference is made. Dates shown in the description of the master entry are only for the part or parts of the record contained therein, and are shown only when they vary from those of the master entry.

6. Separate third paragraph cross references from entry to entry, and "see also" references under subject headings, are used to show prior, subsequent, or related records which are not part of the same series.

7. Unless the index is self-contained, an entry for the index immediately follows its record entry. Cross references are given for exceptions to this rule.

8. On maps and plat records, the names of author, engraver, and publisher, and information on scale have been omitted only when these data were not ascertainable.

9. Records may be assumed to be in good condition unless otherwise indicated.

10. Unless otherwise specified, all records are located in the county courthouse.

(First entry, p. 16)

I. COUNTY BOARD OF SUPERVISORS

The most important functions of the county board, with little change from the earliest date, are:

1. The purchase, sale, and custody of the real and personal property of the county.
2. Examining and settling accounts against the county.
3. Settling accounts concerning the receipts and expenditures of county officers.
4. Supervision of elections, schools, and the selection of juries; construction and maintenance of roads and bridges; care of the indigent, infirm, and disabled.
5. Issuing orders on the county treasury in pursuance of its fiscal administration.
6. Appropriating funds necessary to the effecting of its functions, raising such sums through taxation, and in general the management of county funds and county business.[1]

The constitution of 1818 provided for the election in each county of three county commissioners whose powers and duties were to be regulated by law. In 1819 the general assembly provided for an administrative court to be composed of the three elective officers and to be styled the county commissioners' court.[2] The county commissioners were to serve for a biennial term.[3]

Carroll County was established February 22, 1839,[4] and thus was under the administration of the county commissioners' court until 1849. An optional form of county government was provided for by the legislature in 1849, and again under the constitution of 1870.[5]

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1. R.S.1845, ch. XXVII, sec. 15,17,20,25,29,34-38, 46,47; R.S.1874, ch. XL, sec. 25,57.
2. Constitution of 1818, ch. VIII, sec. 4; L.1819, p. 175.
3. Under the laws of 1819, the commissioners were to serve until August 1820; L.1819, p. 100. Then in 1821 the term was made for a biennial period; L.1821, p. 80, sec. 15; L.1823, p. 66, sec. 32; R.L.1829, p. 67, sec. 25; R.L.1833, p. 255, sec. 25.
4. L.1839, p. 160.
5. The Constitution of 1848, Art. VII, sec. 6, had required the general assembly to provide a plan for township organization of counties. See L.1849, p. 190-229, also L.1851, p. 35-78; Constitution of 1870, Art. X, sec. 6.

County Board of Supervisors - Proceedings of Board (1, 2)

This plan was the township organization plan; under this plan, the county board of supervisors succeeded the county commissioners' court. The board of supervisors is composed of the township supervisors elected by the township electorate. Carroll County in 1849 elected the optional township organization plan of government and has been governed by a board of supervisors from 1849 until the present day.

Thus in Carroll County the records listed in this section were kept first by the clerk of the county commissioners' court, and after 1849 by the county clerk in his ex-officio capacity as clerk of the county board.

The major record kept by the clerk for the board is the minutes of its proceedings. This heterogeneous record includes: orders to issue warrants on the county treasury; the board's consideration of and action on reports of committees of its members on roads and bridges, indigent and infirm relief, schools, taxation, etc., and its orders in regard to juries, licenses, and other matters within its jurisdiction.[1]

The clerk also keeps, separately, a register of orders issued on the county treasury and lists of jury venire, files and preserves all bills of accounts acted on by the board, and takes custody of reports required to be made to the board by the county treasurer, various school bodies, and a number of county officers.[2]

Proceedings of Board

1. BOARD OF SUPERVISORS PROCEEDINGS, 1849--. 76 f.b.
Proceedings of the board of supervisors, showing business transacted, receipts and expenditures, resolutions adopted, and reports of various committees. Arr. chron. No index. 10 x 4½ x 14. Co. clk.'s vlt., 1st fl., annex.

2. SUPERVISORS RECORDS (County Commissioners'), 1849--. 10 v. (1 not lettered, A-I).
Record of proceedings of supervisors and commissioners, showing dates of meetings, resolutions adopted, business transactions, and reports of committees. Arr. alph. by subject. No index. 1849-1911, hdw.; 1912--, typed. 412 p., 638 p.; 14 x 10 x 3, 18 x 12 x 3. Co. clk.'s vlt., 1st fl., annex.

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1. L.1819, p. 5,6,28,77,127,334-38,352; L.1823, p. 145,149; L.1825, p. 130,131; R.L.1829, p. 126,132-37,151-53; L.1831, p. 89,90; L.1835, p. 131,132,136,200; L.1839, p. 71,72; R.S.1845, p. 51-55,287,342,403, 437; L.1849, p. 66; L.1861, p. 234-37; R.S.1874, p. 323.
2. L.1819, p. 201,315; L.1825, p. 147; R.S.1827, p. 366; L.1843, p. 169; R.S.1845, p. 136,366; L.1861, p. 237; R.S.1874, p. 325.

Disposition of Accounts

Register of County Orders (See also entries 246-250.)

3. REGISTER OF COUNTY ORDERS ISSUED (Warrants), 1861--. 11 v. (A, B, 1861-68; 1-3, 2-7, 1861--). Missing: 1919-23.
Register of county orders and warrants, showing to whom issued, date, amount, purpose, order or warrant number, and date cancelled. Also contains General Fund Orders, 1861-1935, entry 4; County Warrants, 1903--, entry 5; Highway Fund Orders, 1861-1934, entry 6; Mother's Pension Warrants, 1903-34, entry 8. Arr. chron. No index. Hdw. under pr. hdgs. 480 p. 18 x 12½ x 2. 5 v. A, B, 2-4, 1861-1918, co. clk.'s vlt., bsmt.; v. 1-3, 5-7, 1861--, co. clk.'s off., 1st fl., annex.

4. REGISTER OF COUNTY ORDERS - GENERAL FUND, 1936--. 1 v. (6).
1861-1935 in Register of County Orders Issued, entry 3.
Register of orders on general fund, showing number, date, amount, purpose, and to whom paid. Arr. chron. No index. Hdw. under pr. hdgs. 480 p. 16 x 10 x 2. Treas.'s off., 1st fl.

5. REGISTER OF COUNTY WARRANTS, 1861-1902. 1 v.
1903-- in Register of County Orders Issued, entry 3.
Register of warrants issued by county board, including Mother's Pension Warrants, entry 8, showing to whom issued, to whom delivered, purpose, amount, and date. Arr. chron. No index. Hdw. Binding and paper poor, writing faded. 360 p. 12½ x 8 x 1. Co. clk.'s vlt., 1st fl., annex.

6. REGISTER OF COUNTY HIGHWAY FUND ORDERS, 1935--. 1 v. (1).
1861-1934 in Register of County Orders Issued, entry 3.
Register of orders on highway fund, showing number, amount, date, and to whom paid. Arr. chron. No index. Hdw. under pr. hdgs. 320 p. 16 x 10 x 2. Treas.'s off., 1st fl.

7. REGISTER OF JURY CERTIFICATES, 1923--. 1 v. (B).
Register of jury certificates, showing number of order, date, name of juror, court term, amount, and date paid. Arr. chron. No index. Hdw. under pr. hdgs. 500 p. 17 x 11 x 3. Treas.'s off., 1st fl.

8. REGISTER OF MOTHER'S PENSION WARRANTS, 1935--. 1 v. (1).
1861-1902 in Register of County Warrants, entry 5;
1903-34 in Register of County Orders Issued, entry 3.
Register of warrants for mothers' persions, showing order number, date, name of mother, amount, and date paid. Arr. chron. No index. Hdw. under pr. hdgs. 320 p. 16 x 10 x 2. Treas.'s off., 1st fl.

9. REGISTER STATE BOARD OF HEALTH WARRANTS, 1903--. 2 v.
Register of warrants issued in payment for births and deaths reported, showing to whom paid, date reported, amount of warrant, number and date, and number of births and deaths reported. Arr. chron. No index. Hdw. under pr. hdgs. 79 p. 13 x 8 x 1. Co. clk.'s vlt., 1st fl., annex.
For county clerk's accounts with physicians and health officers, see entry 79.

Cancelled County Orders (See also entries 61, 250.)

10. (CANCELLED COUNTY ORDERS AND WARRANTS), 1895--. 19 bdl.
Original cancelled orders and jury certificates, showing to whom paid, purpose, date, and amount. Arr. by order no. No index. 5 x 4 x 9. Co. clk.'s vlt., bsmt., annex.

11. BOUNTY WARRANTS, 1920--. 2 v.
Stubs of warrants issued in payment of ground-hog, crow, and wolf bounties, showing to whom paid, date, number killed, amount, and warrant number. Arr. chron. No index. Hdw. on pr. fm. 200 p. 17 x 11 x 1. Co. clk.'s vlt., bsmt., annex.

Pension Funds and Applications

12. COUNTY CLERK'S REGISTER (Blind), 1904--. 1 v. (1).
Register of applicants for blind relief, showing name, address, age, and income of applicant, number and dates of application and examination, benefit received, and date of removal of disability. Arr. chron. No index. Hdw. under pr. hdgs. 151 p. 18 x 13 x 1. Co. clk.'s vlt., 1st fl., annex.

13. APPLICATIONS FOR BLIND BENEFIT, 1904--. 1 f.b.
Original applications of blind persons, showing name of applicant, residence, sex, date examined, name of examiner, results of examination, date, and amount of benefit, and signature of official. Arr. chron. No index. 10 x 4½ x 14. Co. clk.'s vlt., 1st fl., annex.

Management of County Properties

Bond Issues

14. HIGHWAY BOND REGISTER (Journal), 1914--.
2 v. (1 not numbered, 1).
Register of highway bonds, showing name of township to receive road work, date, amount, interest rate, maturity, and purpose of bond. Arr. alph. by name of twp. 1914-22, no index; 1923--, indexed alph. by name of twp. 1914-19, hdw.; 1920-22, typed under pr. hdgs.; 1923--, hdw. 135 p., 400 p.; 18 x 13 x 1½, 14 x 9 x 1. Co. clk.'s off., 1st fl., annex.

Insurance

15. INSURANCE (Miscellaneous), 1930--. 1 f.b.
Original insurance policies on county buildings, showing name of insurance company, date and amount of policy, and location and description of building. Arr. chron. No index. 10 x 4½ x 14. Co. clk.'s vlt., 1st fl., annex.

Reports to Board

16. CEMETERY BOARDS' REPORT, 1919--. 1 f.b.
Annual reports of trustees of church and cemetery associations, showing names of trustees and sextons, date recorded, and amount of receipts. Arr. chron. No index. 10 x 4½ x 14. Co. clk.'s vlt., 1st fl., annex.

17. DRAINAGE COMMISSIONERS' REPORTS, 1918--. In Carroll County Drainage District, entry 281.
Drainage commissioners' reports to county board, showing names of commissioners, dates, and condition of drainage districts.

Jury Lists
(See also entries 7, 10, 178, 193, 194, 235, 248.)

18. REGISTER OF JURORS, 1872--. 2 v.
Jurors' register showing name of juror, residence, date selected and drawn, court term, days of service, and signature of juror. Arr. chron. No index. Hdw. 248 p. 18½ x 11½ x 1. 1 v., 1872-1915, co. clk.'s vlt., bsmt., annex; 1 v., 1916--, co. clk.'s vlt., 1st fl., annex.

19. REPORTS OF JURORS' SERVICE (Jury List), 1929--. 1 f.b.
List of petit jurors drawn, showing names of jurors serving, excused, or disqualified, and term date of court. Arr. chron. No index. 10 x 4½ x 14. Co. clk.'s vlt., 1st fl., annex.

II. COUNTY CLERK

The office of county clerk is the pivotal point of county government in Illinois. To it belong duties relating to taxation vital statistics, elections, bonds, licenses, and other less important phases of government, though jurisdiction over these matters is distributed among a number of state and county authorities.

The county clerk is also ex-officio clerk of the county court and ex-officio clerk of the county board. The records he keeps in each capacity, however, belong to the court and to the board.

County Clerk (Next entry 20, p. 23)

The early legal status of the county clerk was first as clerk of the county commissioners' court, an administrative, nonjudicial body.[1] The clerk was in practice, the county clerk, as well as clerk of the county commissioners' court which performed the duties of a county board.

An interesting change took place in this office under the constitution of 1848 and the legislation of 1849. The clerk served as an officer of both an administrative body and judicial court. His title was clerk of the county court. The judicial court was the county court administered by the county judge. The administrative body was the county board of supervisors composed of the supervisors of the various townships of Carroll County.[2] The clerk of the administrative body was the successor to the clerk of the county commissioners' court. His ministerial duties as clerk of the county court extended also to the court's probate jurisdiction. For this county court function, the clerk performed the ministerial duties formerly performed by the probate justice of the peace.[3]

The clerk when acting for the county was frequently referred to in legislation as the county clerk. However, the constitution of 1870 titled the clerk, when so acting, as the county clerk. He was elected by the county electorate as the county clerk and retained his role as clerk of the county court and of the county board.[4]

With the revision of the law in 1874, a careful distinction in terms came to be made. The county clerk, whenever he acts for the county court in its law jurisdiction, is referred to as clerk of the county court;[5] when he acts for the county board, he is expressly declared to be so doing.[6] Thus the simple designation of county clerk is reserved for the officer when he performs that group of duties which belongs to his office alone, and which gives rise to the records in this section.[7]

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1. L.1819, p. 175. Tenure of office was set for two years in 1837; L.1837, p. 49; R.S.1845, p. 573.
2. Constitution of 1848, Art. V, sec. 17, 18; L.1849, p. 63,203. The clerk of the county court, like his predecessor, the clerk of the county commissioners' court, was an elective officer, but with a term of four years.
3. Ibid.
4. Constitution of 1870, Art. VI, sec. 18 and Art. X, sec. 8. The clerk's term was set for four years.
5. R.S.1874, p. 260.
6. R.S.1874, p. 273.
7. The bond of the county clerk however, covers also his actions as clerk of the county court and as clerk for the county board. The penalty sum is fixed by the latter body, which also passes on the securities, and the bond itself is filed with the clerk of the circuit court. R.S.1874, p. 321.

In review, it may be said that the county clerk has served as the clerk of the county in Carroll County from its organization in 1839 to the present time. His earliest title was clerk of the county commissioners' court; later he was known as the clerk of the county court; then, under the constitution of 1870, he was titled the county clerk. As a clerk of the county board he was first clerk of the county commissioners' court; second, clerk of the county court as the ex-officio clerk of the county board of supervisors; and third, the county clerk as ex-officio clerk of the county board of supervisors. His office as clerk of a judicial court began in 1849 as clerk of the county court, both in civil and criminal matters, as well as in probate matters. This provision has remained substantially the same to the present.[1] In 1870 both the office of county clerk and clerk of the county court were made constitutional but provision was made only for the election of county clerk.[2]

The clerk is required to keep an extensive and heterogeneous group of taxation records. He compiles and has legal custody of the books used by the supervisor of assessments, obtains and prepares abstracts of assessment and collections, keeps records of the proceedings of special tax bodies, makes reports of delinquent property returned by the collector, attends in person or deputy all tax sales and keeps a record thereof, and records affidavits of purchase of property for taxes.[3] In addition, various lists and receipts involved in the taxation procedure from beginning to end are required to be transmitted to him.[4]

The department of public health in Illinois has charge of the registration of births and deaths but the county clerk keeps complete records of that category of vital statistics, as well as of marriages, the registration of which is regulated solely by statute.

Marriage certificates are returned to the clerk by persons qualified to celebrate ceremonies; copies of birth, stillbirth, and death certificates are transmitted to him by the local registrars of the

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1. The county court sat both in civil and criminal matters, as well as in probate matters. It was for this latter jurisdiction that the county clerk also acted as clerk of the probate court.
2. Constitution of 1870, Art. VI, sec. 18 and Art. X, sec. 8. The clerk's term was set for four years.
3. L.1819, p. 317; L.1825, p. 173,174; R.L.1827, p. 327-33; L.1839, p. 4-7,12,14; L.1845, p. 9,11,12; L.1853, p. 102; L.1855, p. 35,37, 40; L.1872, p. 19,32-34,46,55; L.1873, p. 51; L.1879, p. 57,241,242; L.1881, p. 133; L.1885, p. 77,192-97; L.1898, p. 41,47-50; L.1915, p. 389; L.1935, p. 1189,1214.
4. R.L.1827, p. 330; R.L.1837, p. 572; L.1840, p. 4; L.1843, p. 232; L.1872, p. 56-58; L.1885, p. 77; L.1898, p. 40,41; L.1909, p. 311, 333.

department of public health (in Carroll County, the clerks of townships). The clerk registers and files all certificates and records marriages, births, and deaths in separate books, and indexes each separately.[1]

The clerk is involved in nearly every step of the election procedure. He issues and keeps a record of blank ballots; petitions, marked ballots, tally sheets, and returns of elections are required to be transmitted to him by election officials.[2] Formerly the clerk originated the abstracts of returns; those currently found in his office are copies he is required by law to obtain from the election commissioners or judges of election. Canvasses also were originally made by the clerk alone, but now the clerk, with the justices of the peace, audits votes by election precincts.[3]

The bonds of a number of county officers are required to be transmitted to the clerk and filed by him.[4] He is required to keep a book in which is to be entered a minute of those bonds, and such other information as will serve to provide an index to them.[5] In practice, this book is sometimes broken down into several volumes, segregating information relating to bonds of separate officers.

The clerk issues licenses to peddlers, taverns, ferries, etc., and is required to keep records thereof.[6] In addition, he keeps records of estrays, registers of physicians and midwives, and lists of county officers, compiled from information sent to him to enable him to perform these and other duties of his office.[7]

Besides these papers that he is required to issue and those he is required to file and preserve, the county clerk also is charged by law with the care and custody of all other books and papers pertaining to his office.[8] Of this last group, arising indirectly in the performance of his other duties, he is required to keep alphabetical indices.[9]

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1. L.1819, p. 26,281; R.S.1845, ch. XVII, sec. 3-5, ch. LXIX, sec. 6; R.S.1874, p. 695; L.1877, p. 200-210; L.1901, p. 301-4; L.1903, p. 315-18; L.1915, p. 660-70; L.1917, p. 2-36,763-66.
2. L.1819, p. 25,206; L.1821, p. 77; L.1823, p. 54,55; R.L.1829, p. 59, 60; L.1845, p. 41,42; L.1871-72, p. 380; L.1885, p. 142.
3. L.1819, p. 96; L.1885, p. 142.
4. For citations to the laws so providing, see the discussions of legal status under each office in this volume.
5. L.1861, p. 238; R.L.1874, p. 325.
6. L.1819, p. 79; R.L.1827, p. 320; R.L.1833, p. 439; R.L.1837, p. 175.
7. L.1819, p. 206,207; R.L.1827, p. 190,191; L.1877, p. 209.
8. R.S.1874, p. 327.
9. R.S.1874, p. 331.

Taxation
(See also entries 163, 166, 216-234, 238.)

Lists of Taxable Property, Levies

20. ASSESSORS' BOOKS, 1849--. 1010 v.
Lists of taxable real estate, showing name of property owner, date, location and description of property, valuation, assessed value, equalized value, and total assessed value; also contains personal property lists to 1900. 14 townships, 72 volumes per township. Lots recorded separately, 1935-- in Savanna and Mt. Carroll Townships. Arr. by sec., twp. and range. No index. Hdw. under pr. hdgs. 100 p., 180 p.; 15½ x 10½ x 1½, 16½ x 13½ x 1½. 686 v., 1849-1912, co. clk.'s vlt., bsmt., annex; 252 v., 1913-30, treas.'s off., 1st fl.; 72 v., 1931--, co. clk.'s vlt., 1st fl., annex.

21. ASSESSORS' PERSONAL PROPERTY, 1900--. 504 v.
Taxation lists of personal property, one volume per year for each of the following townships: Washington, Woodland, Freedom, Cherry Grove, Shannon, Lima, Rock Creek, Salem, Mt. Carroll, Savanna, York, Fair Haven, Wysox, and Elkhorn, showing name and residence of assessed, date, valuation, kind of property, equalized value, and total assessed value. Arr. by sec., twp. and range. No index. Hdw. under pr. hdgs. 150 p. 16½ x 13½ x 1. 476 v., 1900-1933, co. clk.'s vlt., bsmt., annex; 28 v., 1934--, co. clk.'s off., 1st fl., annex.
For prior records, see entry 20.

22. PERSONAL PROPERTY TAX RETURNS, 1954--. 42 bdl.
Lists of personal property owned by individuals and firms, showing name and address of owner, amount and value of property, and signatures of owner and assessor. Arr. alph. by names of twp. and owner. No index. 14 x 10 x 1. 28 bdl., 1934-35, treas.'s vlt., 1st fl.; 14 bdl., 1936--, treas.'s off., 1st fl.

23. RAILROAD, TELEPHONE, AND TELEGRAPH TAX BOOK, 1862--.
6 v. (1 not numbered, 1-4, 1 not numbered).
Missing: 1873-81.
Lists of all taxable railroad, telephone, and telegraph property in county, showing names of companies, schedules, improvements, valuation by company, assessed and equalized valuation, and total assessed value; also contains delinquent lists of railroad taxes. Arr. alph. by name of railroad. No index. Hdw. under pr. hdgs. 200 p. 18 x 12 x 2. 1 v. not numbered, v. 1, 2, 1862-1910, co. clk.'s vlt., bsmt., annex; v. 3, 4, 1 not numbered, 1911--, co. clk.'s vlt., 1st fl., annex.
For additional records, see entry 226.

24. ABSTRACTS OF ASSESSMENT AND TAXES, 1872--. 3 v.
Abstracts of assessments and taxes, showing names of township and town, number of acres, amount of improved and unimproved property, valuation, assessed value, years assessed, and total assessed value. Arr. by sec., twp. and range. No index. Hdw. under pr. hdgs. 280 p. 18 x 16 x 2. Co. clk.'s off., 1st fl., annex.

25. SPECIAL ASSESSMENTS OF SAVANNA, 1906--. 5 f.b. (1-5).
Original petitions to city for levy of special tax for local improvements, including widening of streets, gutter work, and changes in water system. Arr. chron. No index. 10 x 4½ x 14. Co. clk.'s off., 1st fl., annex.

26. MT. CARROLL SPECIAL ASSESSMENTS, 1920-28. 1 f.b.
Original petitions to city for levy of special tax for paving streets, gutter construction, drilling new city well, and other improvements. Arr. chron. No index. 10 x 4½ x 14. Co. clk.'s off., 1st fl., annex.

Collection, Abatement

27. COLLECTORS (Books), 1849--. 1220 v.
Collectors' books, one volume per year, for each of the following townships: Washington, Woodland, Freedom, Cherry Grove, Shannon, Lima, Rock Creek, Salem, Mt. Carroll, Savanna, York, Fair Haven, Wycox, and Elkhorn Grove, showing name of assessed, description and assessed valuation of property, amount and kind of tax, total amount of tax, amount and date paid, and by whom paid. Included in this series are 2 volumes listing personal property tax collected in 1936 in Mt. Carroll and Savanna, respectively. 100 p., 225 p.; 15½ x 10½ x ½, 16½ x 13½ x 1½. 842 v., 1849-1909, co. clk.'s vlt., bsmt., annex; 378 v., 1910--, treas.'s vlt., 1st fl.

28. ABATEMENT LISTS, 1880--. 2 bdl., 1 f.b.
Abatement lists showing date, names of collector and owner, description of property, spread of taxes, amount and reason for abatement, and amount paid. Arr. by sec., twp. and range. No index. Bdl. 6 x 6 x 12, 3 x 14 x 20; f.b. 10 x 4½ x 12. 2 bdl., 1880-1933, co. clk.'s vlt., bsmt., annex; 1 f.b., 1934--, co. clk.'s vlt., 1st fl., annex.
For other abatement lists, see entry 226.

Judgment, Sale, Redemption

29. TAX JUDGMENT SALE - REDEMPTION - FORFEITURE RECORD, 1831--. 7 v. (C-I).
Lists of lands and lots forfeited for taxes, showing name and residence of owner, date, location and description of property, amount due, petition and court order for sale, by whom redeemed, date, and amount paid. This record is a combination of three records formerly kept separately, Tax Judgment Record, entry 30; Tax Sales, entry 31; and Forfeiture Tax Record, entry 32. Arr. by sec., twp. and range. Indexed alph. by name of owner. Hdw. under pr. hdgs. 290 p. 18 x 13 x 3. Co. clk.'s off., 1st fl., annex.

30. TAX JUDGMENT RECORD, 1858-80. 1 v. 1881-- in Tax Judgment Sale - Redemption - Forfeiture Record, entry 29.
Delinquent tax record showing name and residence of owner, location and legal description of property, valuation, total amount of taxes, amount delinquent, date due, and petition for judgment. Arr. by sec., twp. and range. No index. Hdw. on pr. fm. Writing faded, paper poor. 309 p. 16 x 11 x 2. Co. clk.'s off., 1st fl., annex.

31. TAX SALES, TAX SALE RECORD, 1858-80. 2 v. (1 not lettered, B). 1881-- in Tax Judgment Sale - Redemption - Forfeiture Record, entry 29.
Lists of lands and lots sold for taxes, showing name and residence of owner, location and description of property, amount of tax and costs, to whom sold, date of sale, and amount paid. Arr. by sec., twp. and range. No index. Hdw. under pr. hdgs. Writing faded, paper poor. 280 p. 17 x 15 x 2. Co. clk.'s off., 1st fl., annex.

32. FORFEITURE TAX RECORD, 1874-1933. 2 v.
1934-- in Tax Judgment Sale - Redemption - Forfeiture Record, entry 29.
Record of real estate forfeited for taxes, showing name of assessed, description of property, amount of taxes, total tax, total interest and cost, to whom sold, amount paid, date and by whom redeemed. Arr. by sec., twp. and range. No index. Hdw. on pr. fm. 180 p. 17 x 21 x 1½. 1 v., 1874-1930, co. clk.'s vlt., bsmt., annex; 1 v., 1931-33, co. clk.'s off., 1st fl., annex.
For unbound lists of forfeited property subsequent to 1933, see entry 224.

33. RECORD AFFIDAVIT FOR TAX DEED, 1897--. 1 v.
Tax sale notices to unknown owners and parties, showing description of property and valuation, and date of notice. Arr. by sec., twp. and range. Indexed alph. by name of owner. Hdw. 290 p. 18 x 12 x 1½. Co. clk.'s off., 1st fl., annex.

34. (NOTICE OF SALE OF DELINQUENT LANDS AND LOTS), 1924--. 46 v.
Collector's notices of sales of delinquent property, showing name and residence of owner, legal description of property, amount of taxes and interest due, and date of notice. Arr. by sec., twp. and range. No index. Hdw. on pr. fm. 260 p. 7 x 12 x 1. Co. clk.'s off., 1st fl., annex.

35. CERTIFICATE OF TAX PURCHASE, 1854-64. 1 f.b.
Original tax certificates, summonses, abstracts of election, affidavits, and lists of taxes wanted. Arr. chron. No index. Condition poor. 6½ x 5 x 10. Co. clk.'s vlt., bsmt., annex.

36. TAX TITLE, 1919--. 1 f.b.
Original tax deed affidavits showing names of owner and purchaser, date purchased, to whom and date tax deed issued, amount paid, and signatures of purchaser and county clerk. Arr. chron. No index. 10 x 4½ x 14. Co. clk.'s off., 1st fl., annex.

37. TAX SALES CERTIFICATES OF PURCHASE SURRENDERED, 1927--. 1 f.b. Original tax sale certificates of purchase surrendered, showing names of owner and purchaser, location and description of property, date sold, and amount paid. Arr. chron. No index. 10 x 4½ x 14. Co. clk.'s off., 1st fl., annex.

38. REVENUE TAX, 1859-98. 25 f.b. Original receipts from town officers for delinquent tax settlements with collectors, and abstracts for taxes, showing names of collectors and county treasurer, and date of document. Arr. chron. No index. Condition poor. 6 x 4½ x 10. Co. clk.'s vlt., bsmt., annex.

For subsequent tax settlement records, see entry 229.

Vital Statistics

Births (See also entries 9, 79.)

39. BIRTH CERTIFICATES, 1916-17, 1928--. 5 v. 1877-1915, 1918-27, filed in unbound form, entry 42. Copies of birth certificates, showing names of child, parents, and physician, number of certificate, date and place of birth, number of children born, sex and color of child, and eye treatment given. Arr. alph. by name of child. No index. Hdw. on pr. fm. 506 p. 9 x 9 x 3½. Co. clk.'s vlt., 1st fl., annex.

40. REGISTER OF BIRTHS, 1877-1927. 8 v. (1-8). Register of births, showing names of child, parents, and physician, sex and color of child, and date and place of birth. Arr. chron. For index, 1877-1916, see entry 41; 1917-27, no index. 1877-1906, hdw. under pr. hdgs.; 1907-27, hdw. on pr. fm. 235 p. 18 x 11 x 2½. Co. clk.'s off., 1st fl., annex.

For subsequent records, see entry 39.

41. INDEX TO REGISTER OF BIRTHS, 1877-1916. 3 v. (1-3). Index to register of births, showing names of child and parents, certificate number, and book and page of record. Arr. alph. by name of child. Hdw. under pr. hdgs. 474 p. 18 x 11 x 2½. Co. clk.'s off., 1st fl., annex.

42. BIRTHS AND DEATHS (And Stillbirths), 1877-1915, 1918-27. 3 bdl., 6 f.b. Copies of birth and death certificates, showing name of child or deceased, residence, date of birth or death, sex, color, names of parents, physician, and undertaker, occupation of deceased, and place of burial. Contains Birth Certificates, entry 39; Certificates of Deaths, entry 45; and Certificates of Stillbirths, 1877-1915, entry 46. Arr. alph. by name of child or deceased. No index. Bdl. 9 x 9 x 24; f.b. 10 x 4½ x 14. 3 bdl., 1877-1914, co. clk.'s vlt., bsmt., annex; 6 f.b., 1915, 1918-27, co. clk.'s off., 1st fl., annex.

Deaths (See also entries 9, 79.)

43. REGISTER OF CERTIFICATES OF DEATH, 1877--. 7 v. (1, 2, 1-5).
Register of deaths, showing name and residence of deceased, place of birth and death, sex, color, and age of deceased, cause and date of death, and names of parents, doctor, and undertaker. Arr. chron. Hdw. on pr. fm. 340 p. 18 x 13½ x 3½. Co. clk.'s off., 1st fl., annex.

44. INDEX TO REGISTER OF DEATHS, 1877--. 2 v. (1, 2).
Index to register of deaths, showing name of deceased, and book and page of record. Arr. alph. by name of deceased. Hdw. under pr. hdgs. 408 p. 18 x 11 x 2½. Co. clk.'s vlt., 1st fl., annex.

45. CERTIFICATE OF DEATHS (And Stillbirths), 1916-17, 1928--. 4 v. 1877-1915, 1918-27 filed in unbound form, entry 42.
Copies of certificates of deaths, showing name of deceased, residence, date and place of death, occupation of deceased, sex, color, age, cause of death, and names of parents, physician, and undertaker. Also contains Certificates of Stillbirths, entry 46. Arr. chron. No index. Typed on pr. fm. 330 p. 9 x 10 x 3. Co. clk.'s off., 1st fl., annex.

46. CERTIFICATE OF STILLBIRTHS, 1916-27. 1 v. 1877-1915 in Births and Deaths, entry 42; 1916-17, 1928-- in Certificates of Deaths and Stillbirths, entry 45.
Register of certificates of stillbirths, showing names of parents, child, physician, and undertaker, place and date of birth and death, and cause of stillbirth. Arr. chron. Indexed alph. by name of parents. Hdw. on pr. fm. 235 p. 18 x 11 x 1½. Co. clk.'s off., 1st fl., annex.

47. SOLDIERS' BURIAL CERTIFICATES, 1936--. 1 v. (1).
Copies of certificates for burial of veterans, showing name and residence of veteran, race, marital status, date and place of birth, war record, date and cause of death, place of burial, and undertaker's name. Arr. alph. by name of veteran. No index. Typed on pr. fm. 40 p. 8 x 13 x 1½. Co. clk.'s off., 1st fl., annex.

Marriages

48. MARRIAGE REGISTER, MARRIAGE CERTIFICATES, 1839--. 10 v. (2 not labeled, B, 1-7).
Record of marriages performed, showing names, addresses, and occupations of bride and groom, names of parents, number and date of license, age, sex, and color of applicants, names of witnesses, by whom married, and date returned. Arr. chron. Hdw. under pr. hdgs. 50 p., 400 p.; 6 x 8 x 1, 13 x 10 x 3. Co. clk.'s off., 1st fl., annex.

49. INDEX TO MARRIAGE RECORD, 1839--. 3 v.
Index to marriage register, showing names of bride and groom, and book and page of record. Arr. alph. by names of groom and bride. Hdw. under pr. hdgs. 216 p. 14 x 17 x 2. Co. clk.'s off., 1st fl., annex.

50. MARRIAGE LICENSES, 1839--. 33 f.b.
Copies of marriage licenses, showing names, ages, residences, and occupations of bride and groom, names of parents, date certificate issued, by whom returned, and certificate number. Arr. by certificate no. No index. 10 x 4½ x 14. Co. clk.'s off., 1st fl., annex.

Licenses and Registers

Registers of Officers

51. REGISTER OF COUNTY OFFICERS, 1865--. 2 v. (A, B).
Register of county officers, showing name of official, residence, office held, date elected, date of bond, qualifications, names of sureties, and dates of commission and expiration. Arr. chron. 1865-1921, no index; for index, 1922--, see entry 52. Hdw. under pr. hdgs. 159 p. 16 x 11 x 1½. Co. clk.'s off., 1st fl., annex.

52. INDEX TO REGISTER OF COUNTY OFFICERS, 1922--. 1 v. (B).
Index to register of county officers, showing name of official, and book and page of record. Arr. alph. by name of official. Hdw. 50 p. 16 x 11 x 1½. Co. clk.'s vlt., 1st fl., annex.

Professional Licenses and Registers

53. REGISTER OF PHYSICIANS AND ACCOUCHEURS, 1877--. 1 v.
Register of physicians, showing name of physician, residence, date registered, school of practice, date of certificate, date of license, and number of years in state; also contains register of accoucheurs. Arr. alph. by name of physician. No index. Hdw. under pr. hdgs. 250 p. 18 x 12 x 1. Co. clk.'s off., 1st fl., annex.

54. BOARD OF PHYSICIANS (Record of Certificates), 1877-1927. 2 v. 1928-- in Record of Doctors, Dentists, and Nurses Certificates, entry 55.
Record of certificates from state board of health, authorizing physicians to practice medicine, showing name and residence of physician, date and number of certificate, name of school, and signatures of board members. Arr. chron. Indexed alph. by name of physician. Hdw. on pr. fm. 238 p. 18 x 12½ x 2. Co. clk.'s off., 1st fl., annex.

55. RECORD OF DOCTORS, DENTISTS, AND NURSES CERTIFICATES, 1925--. 1 v. (1).
Registration of license of party to practice medicine, surgery, dentistry, or nursing, showing name and residence of applicant, dates registered, and certificate number. Physicians' registrations start in 1928. This record is a combination of three records formerly kept separately, Board of Physicians, entry 54; Certificates and Register of Dentists, entry 56; and Register of Nurses' Certificates, entry 57. Arr. chron. Indexed alph. by name of applicant. Typed. 387 p. 18 x 12½ x 2. Co. clk.'s off., 1st fl., annex.

56. CERTIFICATES AND REGISTER OF DENTISTS, 1891-1924. 1 v.
1925-- in Record of Doctors, Dentists, and Nurses Certificates, entry 55.
Register of dentists' licenses, showing name and residence of dentist, certificate and license number, date of license, date registered, school of practice, years in practice, and names of examiners. Arr. chron. Indexed alph. by name of dentist. Hdw. under pr. hdgs. 215 p. 18 x 12½ x 2. Co. clk.'s vlt., 1st fl., annex.

57. REGISTER OF NURSES' CERTIFICATES, 1915-24. 1 v.
1925-- in Record of Doctors, Dentists, and Nurses Certificates, entry 55.
Register of certificates of approved nurses, showing name and residence of nurse, date and class of certificate, and signature of examiner. Arr. chron. Indexed alph. by name of nurse. Hdw. on pr. fm. 300 p. 18 x 13 x 2. Co. clk.'s off., 1st fl., annex.

58. RECORD OF CERTIFICATES OF VETERINARY SURGEONS, 1899--. 1 v.
Last entry 1924.
Register of veterinary licenses, showing name and residence of veterinary, date issued, name of school attended, and certificate number. Arr. chron. Indexed alph. by name of veterinary. Hdw. on pr. fm. 480 p. 18 x 12 x 3. Co. clk.'s off., 1st fl., annex.

59. ARCHITECTS RECORD, 1898--. 2 v. (1, 2). Last entry 1911.
Register of licenses issued to architects, showing name of architect and date of license. Arr. chron. No index. Hdw. on pr. fm. 319 p. 18 x 12½ x 2. Co. clk.'s off., 1st fl., annex.

Patents

60. PATENT RECORD, 1867-71. 1 v. Discontinued.
Record of patents, showing name of patentee, residence, and date and description of patent. Arr. chron. No index. Hdw. on pr. fm. Writing faded. 420 p. 18 x 13 x 2. Co. clk.'s vlt., bsmt., annex.

Militia Roll (See also entry 106.)

61. CERTIFICATE OF ENLISTMENT, MILITIA ROLL, BOUNTY ORDERS, 1861-65. 1 f.b.
Militia rolls, certificates of enlistment, and bounty orders. Arr. chron. No index. 6 x 4½ x 10. Co. clk.'s vlt., bsmt., annex.

Stallion Certificates

62. CERTIFICATE OF STALLION, 1885-1909. 1 v.
Register of licenses for stallions, showing name and residence of owner, breed and color of stallion, number of certificate, and date filed. Arr. chron. No index. Hdw. on pr. fm. 150 p. 14 x 10 x 1. Co. clk.'s off., 1st fl., annex.
For subsequent records, see entry 104.

County Clerk - Elections; (63-69)
Bonds of Officers

Estrays

63. ESTRAY RECORDS, 1865-1912. 1 v. Discontinued.
List of estrays, showing name of finder, date, description of stock, where found, and appraised value. Arr. chron. No index. Hdw. 208 p. 16 x 11 x 2. Co. clk.'s off., 1st fl., annex.

Dog Licenses (See also entries 238, 244.)

64. DOG TAX RECORD, 1924--. 1 v. (A).
Register of dog license tags, showing date delivered, name of township, owner's name and address, amount of fee, and date paid. Arr. chron. No index. Hdw. under pr. hdgs. 158 p. 16 x 10½ x 1. Co. clk.'s off., 1st fl., annex.

Elections

Election of County Officers

65. LIST OF OFFICERS ELECTED, 1909--. 1 f.b.
Original lists of elected officers, showing names of office and official elected, date of election, and signature of town clerk. Arr. chron. No index. 10 x 4½ x 14. Co. clk.'s off., 1st fl., annex.

66. ABSTRACT OF RETURNS, 1924--. 13 v.
Abstract of votes cast in each precinct, showing names of precinct, parties, and candidates, and total amount of votes cast. Arr. chron. No index. Hdw. on pr. fm. 15 p. 14 x 18 x ½. Co. clk.'s vlt., 1st fl., annex.

67. (ELECTION PETITIONS - STATEMENTS OF CANDIDACY), 1930--.
1 f.b. Prior records destroyed.
Election petitions showing date, names of party, candidate, and office, signatures and addresses of petitioners, oath before notary, and date filed. Arr. chron. No index. 6 x 4½ x 10. Co. clk.'s vlt., 1st fl., annex.

68. RECORD OF BALLOTS, 1894-1908. 2 v.
Lists of ballots returned, showing number, date, and by whom returned. Arr. chron. No index. Hdw. 150 p. 18 x 12 x ½. Co. clk.'s off., 1st fl., annex.

Bonds of Officers

69. COUNTY OFFICERS' BONDS, 1930--. 1 f.b.
Original bonds and oaths of county officers, showing name of principal, amount, date, and terms of bond, date of oath, and names of sureties and witnesses. Arr. alph. by name of officer. No index. 10 x 4½ x 14. Co. clk.'s off., 1st fl., annex.

70. OFFICERS' BONDS, 1839-67. 2 f.b.
Original miscellaneous oaths and bonds of county officers, showing names of official, witnesses, and sureties, amount and date of bond, and oath. Arr. chron. No index. Condition poor. 6½ x 5 x 10. Co. clk.'s vlt., bsmt., annex.

71. BONDS OF ASSESSORS, 1911--. 1 f.b.
Original assessor's bonds showing names of sureties, date, name of town or township, and amount of bond. Arr. chron. No index. 10 x 4½ x 14. Co. clk.'s off., 1st fl., annex.

72. ASSESSORS' BOND RECORD, 1899--. 1 v. (A).
Copies of bonds, showing name and residence of assessor, date and amount of bond, names of sureties, and date filed. Arr. alph. by name of assessor. No index. Hdw. on pr. fm. 296 p. 18 x 12 x 1½. Co. clk.'s off., 1st fl., annex.

73. COLLECTORS' BONDS, 1851-1929. 4 v. (A, 1-3). Discontinued.
Register of collectors' bonds, showing name and residence of collector, amount and date of bond, and names of sureties and township supervisors. Arr. alph. by name of collector. No index. Hdw. 120 p., 640 p.; 15 x 7 x ½, 18 x 13 x 2½. 1 v. A, 1851-70, cir. clk.'s vlt., bsmt., annex; v. 1-3, 1871-1929, co. clk.'s vlt., bsmt., annex.
For subsequent original bonds, see entry 69.

74. TOWNSHIP TREASURER'S BONDS, 1932--. 1 bdl.
Original bonds of treasurers of township school boards, showing names of treasurer and township, range, date of filing, signatures of county superintendent and sureties, amount of bond, names of trustees, and date approved. Arr. alph. by name of twp. No index. 3 x 9 x 1. Off. of supt. of sch., 2nd fl., annex.

75. JUSTICE OF PEACE, CONSTABLE, AND POSTMASTER OFFICIAL BONDS, 1909--. 1 f.b.
Original bonds of justices of peace, town constables, and postmasters, showing names of principal and sureties, amount and date of bond, and date filed. Arr. chron. No index. 10 x 4½ x 14. Co. clk.'s off., 1st fl., annex.

76. RECORD OF JUSTICE OF PEACE, 1839-65. 1 v. Discontinued.
Register of justice of peace bonds, showing name, residence, date elected, qualifications, amount and date of bond, and names of sureties. Arr. chron. No index. Hdw. Binding and paper poor, writing faded. 150 p. 8 x 7 x 1. Co. clk.'s off., 1st fl., annex.

Fees, Receipts and Expenditures

77. RECEIPTS AND EXPENDITURES, 1874--. 6 v.
Register of fees received, showing date, amount, source, purpose, and type of fee. Also contains Record of Courthouse Expenses, entry 81. Arr. chron. No index. Hdw. under pr. hdgs. 313 p. 17 x 15 x 2. 4 v., 1874-1905, co. clk.'s vlt., bsmt., annex; 2 v., 1906--, co. clk.'s vlt., 1st fl., annex.

78. COUNTY CLERK'S ACCOUNT WITH COUNTY FUNDS, 1914--. 3 v. (1-3).
County clerk's account book showing number, date, amount of order, to whom paid, for what purpose, amount levied for year, and balance. Arr. chron. No index. Hdw. under pr. hdgs. 156 p. 18 x 12 x 2. Co. clk.'s vlt., 1st fl., annex.

79. COUNTY CLERK'S ACCOUNT WITH PHYSICIANS AND HEALTH OFFICERS, 1902--. 3 v.
County clerk's accounts with physicians and health officers, showing name and residence of physician, number of reports of births and deaths, and date and amount paid. Arr. chron. 1902-24, indexed alph. by name of physician; 1925--, no index. Hdw. under pr. hdgs. 300 p., 214 p.; 16 x 12 x 2, 14 x 8 x 1. Co. clk.'s off., 1st fl., annex.
For register of warrants paid for births and deaths, see entry 9.

80. COUNTY CLERK'S STATEMENT TO AUDITORS, 1888--. 1 v.
Statements of taxes, showing valuation of property listed, amount and kind of tax, and total valuations. Arr. chron. No index. Hdw. on pr. fm. 160 p. 18 x 13 x 1. Co. clk.'s off., 1st fl., annex.

81. LEDGER (Courthouse Expense), 1910-12. 1 v.
1874-- also in Receipts and Expenditures, entry 77.
County clerk's expenditure for courthouse, showing amount, to whom paid, purpose, and dates. Arr. chron. No index. Hdw. 200 p. 18 x 11 x 1. Co. clk.'s vlt., 1st fl., annex.

Correspondence

82. LETTERS (Received by County Clerk), 1896--. 30 f.b.
Original letters received by county clerk, including invoices, personal statements, and reports. Arr. chron. No index. 12½ x 3 x 11. Co. clk.'s vlt., bsmt., annex.

83. LETTERS (County Clerk), 1901-8. 3 v. Discontinued.
Copies of county clerk's letters sent to persons having claims against county, acknowledging receipt of claim. Arr. chron. No index. 1901-3, hdw.; 1904-8, typod. Binding very poor, writing faded, paper poor. 498 p. 12 x 10 x 1. Co. clk.'s off., 1st fl., annex.

(Next entry 84, p. 34)

III. RECORDER

Originally the county recorders were appointed by the governor by and with the advice and consent of the senate.[1] Later, in 1835, the legislature provided for the election of the recorders by the county electorate. The term was set for four years and reduced to two years in 1845.[2] Another change was made under the second constitution which provided that the office of recorder should be filled by the clerk of the circuit court in an ex-officio capacity.[3] Then, under the constitution of 1870, this provision was continued for counties with a population of less than 60,000. In counties of greater population the office was made elective with a term of four years.[4] In Carroll County the earlier status persists.

The general assembly early recognized the importance of this office. Especially is this observed in the statutory requirements for the archives of the said recorder's office. The county commissioners' courts were required to erect a fireproof recorder's office, at the county seat, when the finances of the county justified such expenditure.[5] The county commissioners also were required to furnish the recorder with all the necessary books for the execution of the county recorder's duties.[6]

In contrast to its legal status the duties of the office have changed little; they have developed in scope but not altered in nature. The basic function of the recorder is to record at length and in the order of their receipt all instruments in writing.[7]

The recorder is required to keep the following records:

1. An entry book for the notation of the date and order of receipt of instruments, and the names of parties and location of property.
2. Books of recordation, with a single alphabetical index for grantor and grantee. Separate books may be kept for different classes of instruments; a separate series denoted "B" for recordation of bills of sale, chattel mortgages, releases and extensions, etc.

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1. L.1819, p. 18,19.
2. L.1835, p. 166; L.1845, p. 28.
3. Constitution of 1846, Art. V, sec. 19; L.1849, p. 63-66.
4. Constitution of 1870, Art. X, sec. 8; R.S.1874, p. 833. Bond is required in either instance in the sum of $10,000.
5. L.1848, p. 210, sec. 1; R.S.1845, p. 136, sec. 44.
6. R.S.1845, p. 432, sec. 8; L.1847, p. 69, sec. 2.
7. L.1819, p. 18,20; R.L.1829, p. 116,117; R.S.1874, p. 834,835.

3. A separate book to record certificates of honorable military, aviation, and naval discharges.
4. An index, arranged alphabetically by name of grantor, containing also name of grantee, and showing date and kind of instrument and the page of its recordation.
5. A similar index, kept by name of grantee. In practice this and the above index sometimes kept as one numbered series, but with no results contrary to the intent of the law.
6. Other indices, such as for instruments recorded by corporations, powers of attorney, chattel mortgages, etc. Sometimes duplicate "Grantor-Grantee Index", but recommended by utility.
7. An index to recorded maps and plats, based on location of property. Sometimes arranged by section, township, range, etc.
8. An abstract book, in effect indexing records by showing for each tract every conveyance or incumbrance recorded, its execution and filing date, and the book and page of its recordation. Series optional with county board.[1]

Entry Books

84. ENTRY BOOK, 1854--. 14 v. (1-14).
Entry book of deeds, lands, and lots, showing names of grantor and grantee, number of entry and instrument, consideration, dates of deed and entry, and location and legal description of property. Arr. chron. No index. Hdw. under pr. hdgs. 325 p. 18 x 13 x 3½. Cir. clk.'s off., 1st fl., annex.

85. LAND ENTRIES, 1841-53. 1 v. Discontinued.
Record of land purchased from government, showing name of buyer, date of purchase, and location and description of land. Arr. chron. No index. Hdw. under pr. hdgs. 240 p. 18 x 13 x 1½. Cir. clk.'s off., 1st fl., annex.

86. ENTRIES OF CONVEYANCES, LANDS, 1848-73. 1 v.
Record of land conveyances, showing names of grantor and grantee, kind of instrument, legal description of property, number of acres, and date conveyed. Arr. by twp. and range no. No index. Hdw. under pr. hdgs. 480 p. 18 x 13 x 2½. Cir. clk.'s vlt., bsmt., annex.
For subsequent records, see entry 84.

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1. L.1819, p. 18,20,21; L.1847, p. 69; L.1853, p. 254; L.1867, p. 148; L.1869, p. 2; L.1871-72, p. 645,646; L.1873, p. 144; R.S.1874, p. 734-37; L.1917, p. 652; L.1925, p. 521; L.1933-34, p. 214.

87. ENTRIES OF CONVEYANCES, LOTS, 1872-73. 1 v.
Record of lot conveyances, showing names of grantor and grantee, kind of instrument, legal description of property, lot number, and date conveyed. Arr. alph. by name of subdivision. No index. Hdw. under pr. hdgs. 400 p. 18 x 13 x 2. Cir. clk.'s vlt., bsmt., annex.
For prior and subsequent records, see entry 84.

Instruments Recorded

Deeds

88. DEED RECORD, 1837--. 105 v. (A-I, K-Z, 1-80).
Recordation of all deeds not segregated by types, including warranty, quitclaim, receivers', executors', sheriffs', trustees', masters', cemetery, and dedication deeds, showing dates, names of grantor and grantee, consideration, legal description of property, affidavit of notary, and date of filing. Also contains Mortgage Record, 1837-53, entry 93; Trust Deeds, 1837-53, entry 91; and Chattel Mortgages, 1837-53, entry 96. Arr. chron. 1837-66, hdw.; 1867--, hdw. on pr. fm. 586 p. 18 x 13 x 3. Cir. clk.'s off., 1st fl., annex.

89. GRANTOR GRANTEE INDEX, 1837--. 24 v. (1, 2, grantor-grantee; 3-5, A-H, grantor; 3-5, A-H, grantee). Title varies: General Index.
Index to deed record, showing number of deed, names of grantor and grantee, instrument number, date, consideration, legal description of property, date filed, and book and page of record. Arr. alph. by names of grantor and grantee. 1837-53, hdw.; 1854--, hdw. under pr. hdgs. 500 p. 14 x 10 x 3, 18 x 13 x 3. Cir. clk.'s off., 1st fl., annex.

90. (MISCELLANEOUS DEEDS), 1842--. 38 bdl., 1 f.b.
Original warranty, quitclaim, masters', and miscellaneous deeds, showing names and addresses of grantor and grantee, kind of instrument, date, legal description of property, date filed, and signatures of parties and officials. Arr. chron. No index. Bdl. $8\frac{1}{2}$ x $4\frac{1}{2}$ x 2; f.b. 10 x $4\frac{1}{2}$ x 14. Cir. clk.'s vlt., bsmt., annex.
For other warranty and quitclaim deeds, see entries 88, 92, 102, 143, 210.

91. TRUST DEED, 1858-81. 5 v. (7, 9, 15, 24, 31).
1837-53 in Deed Record, entry 88; 1854-57, 1882-- in Mortgage Record, entry 93.
Record of trust deeds, showing number of deed, names of grantor and grantee, legal description of property, amount of indebtedness, interest and date due, dates filed and recorded, and names of recorder and notary. Arr. chron. No index. Hdw. on pr. fm. Writing faded. 540 p. 18 x 13 x 3. Cir. clk.'s vlt., 1st fl., annex.

92. AFFIDAVIT RECORD, 1905--. 3 v. (1-3).
Record of warranty deeds and affidavits of notary public as to identity of grantor in conveyance of property, showing names of grantor, grantee, notary public, and recorder, location and legal description of property, and number and date of affidavit. Arr. chron. Indexed alph. by names of grantor and grantee. Typed. 580 p. 18 x 13 x 3. Cir. clk.'s off., 1st fl., annex.
For prior records of affidavits, see entry 88; for unbound affidavits, see entry 102.

Mortgages - Real Property

93. MORTGAGE RECORD, 1854--. 76 v. (1-122, not consecutive). 1837-53 in Deed Record, entry 88.
Record of mortgages on real estate, showing names and addresses of mortgagor and mortgagee, number and amount of mortgage, legal description of property, dates filed and recorded, consideration, and affidavit of notary. Also contains Trust Deeds, 1854-57, 1882--, entry 91; Releases, 1854-68, entry 95; and Chattel Mortgages, 1854-57, entry 96. Arr. chron. 1854-73, no index; for index 1874--, see entry 94. 1854-87, hdw.; 1888-1933, hdw. on pr. fm.; 1934--, typed on pr. fm. 576 p. 18 x 13 x 3. Cir. clk.'s off., 1st fl., annex.

94. MORTGAGOR-MORTGAGEE INDEX, 1874--. 10 v. (1-5, mortgagor; 1-5, mortgagee).
Index to Mortgage Record, and to Release Record, showing names of mortgagor and mortgagee, instrument number, date, consideration, legal description of property, date filed, and book and page of record. Arr. alph. by names of mortgagor and mortgagee. Hdw. under pr. hdgs. 500 p. 18 x 13 x 3. Cir. clk.'s off., 1st fl., annex.

95. RELEASE RECORD, 1869--. 11 v. (17, 22, 27, 38, 56, 65, 81, 96, 102, 116, 120). 1854-68 in Mortgage Record, entry 93.
Record of releases, showing number of release, dates filed and recorded, names of mortgagor and mortgagee, amount of note, dates paid, released, and discharged, and names of notary public, recorder, and deputy. Arr. chron. 1869-73, no index; for index, 1874--, see entry 94. Hdw. on pr. fm. 556 p. 18 x 13 x 3. Cir. clk.'s off., 1st fl., annex.

Mortgages - Chattel

96. CHATTEL MORTGAGE RECORD, 1858--. 34 v. (6-112, not consecutive, A-D). 1837-53 in Deed Record, entry 88; 1854-57 in Mortgage Record, entry 93.
Record of chattel mortgages, showing names of mortgagor and mortgagee, number, date and time filed, legal description of property, consideration, and affidavit of notary. Arr. chron. 1858-1901, no index; for index, 1902--, see entry 97. 1858-1924, hdw. on pr. fm.; 1925-28, typed; 1929--, hdw. 592 p. 18 x 13 x 3. 25 v., 1858-1928, cir. clk.'s vlt., bsmt., annex; 9 v., 1929--, cir. clk.'s off., 1st fl., annex.

97. CHATTEL MORTGAGE INDEX - MORTGAGOR-MORTGAGEE, 1902--.
6 v. (1-3, mortgagor; 1-3, mortgagee).
Index to chattel mortgages, showing mortgage number, names of mortgagor and mortgagee, kind of instrument, number of mortgage, book and page of record, date, consideration, date filed, and remarks. Arr. alph. by names of mortgagor and mortgagee. Hdw. under pr. hdgs. 500 p. 18 x 13 x 3. Cir. clk.'s off., 1st fl., annex.

98. RELEASES AND WITHDRAWN CHATTEL MORTGAGES, 1934--. 2 f.b.
Original releases or withdrawals showing names of mortgagor and mortgagee, document number, date filed, and signature of mortgagee. Arr. by document no. No index. 10 x 4¾ x 14. Cir. clk.'s off., 1st fl., annex.

99. CHATTEL AND LIEN SERVICES, 1928--. 1 f.b.
Original chattel and lien documents showing names of plaintiff and defendant, dates of instrument and recording, amount of mortgage, legal description of property, and signatures of circuit clerk and notary public. Arr. by document no. No index. 10 x 5 x 14. Cir. clk.'s off., 1st fl., annex.

100. LIEN RECORDS, 1889--. 1 v. (1).
Record of liens, showing names of grantee and grantor, amount and kind of lien, date, and legal description of property. Arr. chron. Indexed alph. by name of grantee. Hdw. 250 p. 18 x 12 x 3. Cir. clk.'s off., 1st fl., annex.

Certificates of Levy (See also entry 102.)

101. CERTIFICATE OF LEVY AND SALE, 1856-1933. 1 v.
1934-- in Miscellaneous Record, entry 103.
Record of attachment writs in aid, served by sheriff, showing names of parties issuing writs, and against whom issued, number and date of attachment writ, legal description of attached property, dates of filing and recording, signature of sheriff, and date of issuance of writ in circuit court. Arr. chron. Indexed alph. by names of plaintiff and defendant. Hdw. on pr. fm. 540 p. 18 x 13 x 3. Cir. clk.'s off., 1st fl., annex.

Other Instruments

102. (MISCELLANEOUS PAPERS), 1852-1913. 1 f.b.
Original affidavits, release of mortgages, assignment of mortgages, warranty and quitclaim deeds, certificates of levy, and executors' deeds, showing dates of documents and filing, names of parties involved, and signature of county clerk. Arr. by document no. No index. 4½ x 9½ x 15. Cir. clk.'s off., 1st fl., annex.
For other release documents, see entry 119.

103. MISCELLANEOUS RECORD, 1871--. 16 v. (1-16).
Miscellaneous documents filed for record, including certificate of election articles of agreement and incorporation, wills, promissory notes, and releases. Also contains Certificates of Levy and Sale, 1934--, entry 101. Arr. chron. Indexed alph. by name of principal party. 1871-1906, hdw.; 1907--, typed. 637 p. 18 x 13 x 3. Cir. clk.'s off., 1st fl., annex.

104. RECORD OF STALLION CERTIFICATE, 1910-18. 2 v. (1, 2).
Discontinued.
Record of registered stallions, showing certificate number and date, name and age of horse, names of sire and dam, original and present owners and residence, date filed, and date service rendered. Arr. chron. Indexed alph. by name of owner. Hdw. on pr. fm. 308 p. 18 x 13 x 2. Cir. clk.'s vlt., bsmt., annex.
For prior records, see entry 62.

105. NAMES OF FARMS, REGISTER, 1860-75. 1 v. Discontinued.
Register of farm names, showing names of farm and owner, location and legal description of farm, and number of acres. Arr. chron. Indexed alph. by na of owner. Hdw. on pr. fm. 320 p. 18 x 16 x 2. Cir. clk.'s off., 1st fl., annex.

106. SOLDIERS' DISCHARGE RECORDS, 1917--. 2 v. (1, 2).
Record of soldiers, sailors, and marines discharged from national service, showing name of veteran, and date and nature of discharge. Arr. chron. Indexed alph. by name of veteran. Hdw. on pr. fm. 600 p. 18 x 12 x 3. Cir. clk.'s off., 1st fl., annex.

Special Indexes

107. NUMERICAL INDEX - TOWNSHIPS, 1837--. 15 v.
Index to all transfers of property in townships and subdivisions, showing names of grantor and grantee, legal description of property, kind and numbe of instrument, and book and page of record. Arr. by twp. Hdw. under pr. hdgs. 400 p. 20 x 14 x 3. Cir. clk.'s vlt., 1st fl., annex.

108. NUMERICAL INDEX - TOWN LOTS, 1842--. 19 v.
Index to town lots in Chadwick, Lanark, Milledgeville, Mt. Carroll, Savanna Shannon, and Thomson townships, listing all transfers from incorporation of towns to present time, and showing name of town, lot and block number, name of grantor and grantee, number and kind of instrument, and book and page of record. Arr. by sec., twp. and range. Hdw. under pr. hdgs. 500 p. 18 x 13 x 3½. Cir. clk.'s vlt., 1st fl., annex.

Maps and Plats

109. TOWNSHIP MAPS, 1842. 4 maps.
Land tenure maps showing name of owner and number of acres in each tract in range 4. Drawn by Silas Reed, St. Louis, Mo. Black and white. 40 chains to 1 in. 24 x 19. Cir. clk.'s vlt., bsmt., annex.

110. WATERWAY MAP, 1908-9. 1 map.
Hydrographic map of proposed deep waterway from Lockport, Ill. to Utica, Ill. Drawn by United States Army Engineers. Printed and colored. 4½ in. to 1 mi. 40 x 18. Cir. clk.'s vlt., bsmt., annex.

IV. COUNTY COURT

The county court was first established in Illinois by the constitution of 1848 and the legislation of 1849.[1] As a judicial court, the court was composed of a single judge, elected by the county electorate for a quadrennial term. The judge was styled the county judge of Carroll County, and was commissioned by the governor. His four-year term of service has remained in effect from the first legislation until the present time.[2]

The court was given originally the same civil and criminal jurisdiction as the justices of the peace. The county judge was the conservator of the peace for the county. He was given the same power and authority as the circuit court, in preserving order in the court and punishing contempts offered the court while in session.[3]

In addition to the civil and criminal powers the county court was vested with all the powers and jurisdiction of the probate court. In its probate function the court was given concurrent jurisdiction with the circuit court.[4] In Carroll County the county judge has served until the present day in his ex-officio capacity as judge of the probate court.

In 1857 by special legislation the authority of the county court in Carroll County was extended.[5] Under this enactment, appeals from final decisions and judgments made or rendered by justices of the peace in civil suits were to be taken to the said county court in Carroll County. In vacation the appellant was permitted to appeal to the circuit court when the term of said court intervened before the next term of the county court. The court was granted jurisdiction in all civil cases, suits and actions and proceedings when the amount due and claimed, or the value of the property did not exceed $1000. Petitions could be had in the circuit court for change of venue of cases to be heard in the county court. This special legislation governed the county court in Carroll until the passage of the constitution of 1870 and the legislation of 1873 which repealed all special acts previously passed, dealing with the said court.

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1. Constitution of 1848, Art. V, sec. 16; L.1849, p. 62.
2. L.1849, p. 64; R.S.1874, p. 339; L.1933, p. 451.
3. Ibid, also L.1859, p. 99.
4. L.1858, p. 99.
5. L.1857, p. 55.

The law jurisdiction of the county court in Carroll County since 1874 to the present, is concurrent with that of the circuit court in that class of cases, first, wherein the justices of the peace have jurisdiction where the value of the amount in controversy does not exceed one thousand dollars;[1] second, in all cases of appeals from justices of the peace and police magistrates; third, in all criminal offenses and misdemeanors where the punishment is not imprisonment in the penitentiary or death.[2]

Appeals from the judgments and decisions of the county court may be taken to the circuit court.[3] To the appellate court or supreme court may be taken and prosecuted appeals and writs of error in proceedings for the sale of lands for taxes and special assessments, and in all common law and attachment cases, and cases of forcible detainer and forcible entry and detainer. Such appeals and writs of error are, when not otherwise provided, taken and prosecuted in the same manner as appeals and writs of error from the circuit court.[4]

The records of the court are kept by the clerk of the county court. The county clerk is the ex-officio clerk of the county court. In addition to these statutory records described below, the clerk necessarily maintains others in effecting the court's orders.[5]

For the court, the clerk keeps the following records:

1. Books of record of the proceedings and judgments of the court, with alphabetical indices by parties. Proceedings are recorded at length only in cases designated by law, or when the court, at the motion and assumption of expense by one of the parties, so orders. In practice, the court record has been broken down from an early date into segregated types of proceedings and judgments.
2. "Plaintiff-Defendant Index to Court Records" and "Defendant-Plaintiff Index to Court Records." Intended to be separate records, but frequently combined in a single volume with the two indices segregated in each volume.

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1. Under the laws of 1872 the jurisdiction was in cases not exceeding $500. The revised laws of 1874 and subsequent legislation extended the jurisdiction to cases wherein the amount involved was not over $1000.
2. R.S.1874, p. 339; L.1877, p. 77; L.1933, p. 448.
3. R.S.1874, p. 339.
4. R.S.1874, p. 339; L.1877, p. 77; L.1881, p. 66.
5. This category is obliquely recognized by law; though the form which such records take is generally determined by court order. L.1849, p. 66; R.S.1874, p. 265.

3. A general docket, in which all suits are entered in the order they are commenced.
4. A judgment and execution docket, containing a column for the entry of satisfaction or other disposition. In practice an execution docket is frequently set up independently.
5. Additional dockets, designated as the clerk's, judge's, and bar docket. In practice, the bar docket has tended to drop out of use.[1]
6. A fee book, in which costs and fees are to be entered under the proper title of the cause. In practice separate series of volumes are maintained under these titles of causes.
7. Transcripts of proceedings in appeals from justices' courts, dockets thereof, and transcripts of judgment for lien, etc., from justices' courts.
8. Naturalization records, including petitions, proceedings, final certificates, etc. The county courts in Illinois prior to 1906 met the requirement of Federal Statutes to exercise naturalization jurisdiction.[2]
9. Original documents used in court hearings and determinations. These documents are of particular importance because in a large number of cases the complete proceedings are not spread on court record.[3]

Proceedings of Court

111. COMMON LAW AND CRIMINAL CASES, 1872--. 18 f.b. (A-R).
Original documents of common law and criminal cases in county court, including probation papers, summonses, appeals, and all court orders. Arr. by case no. 1872-1929, no index; for index, 1930--, see entry 112. 10 x 4½ x 14. Co. clk.'s vlt., 1st fl., annex.

112. CIVIL AND CRIMINAL INDEX, 1930--. 1 v. (3).
Index to civil and criminal court cases, showing names of plaintiff and defendant, type of case, and file box number. Arr. alph. by names of plaintiff and defendant. Hdw. under pr. hdgs. 200 p. 18 x 13 x 3. Co. clk.'s vlt., 1st fl., annex.

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1. The Civil Practice Act of 1933 grants authority to the county courts, subject to rules promulgated by the supreme court and not inconsistent with statutory requirements, to make such rules as they may deem expedient, regulating dockets and calendars of said court. L.1933, p. 785, sec. 2.
2. U.S.S.1802, p. 153; U.S.R.S.1874, p. 378.
3. R.S.1845, p. 57,323,324,414,418,419; L.1865, p. 79,80; L.1871-72, p. 325; R.S.1874, p. 262,263,339; L.1877, p. 77; L.1933, p. 448,451; U.S.S.1802, p. 153-55; U.S.R.S.1874, p. 378-80; U.S.S.1906, p. 598-607; U.S.S.1915, p. 736-38; U.S.S.1926, p. 709,710.

113. COUNTY COURT RECORD LAW, 1872--. 2 v. (1 not numbered, 2). 1857-71 in County Court Records (Probate), entry 138.
Record of common law cases, showing names of plaintiff, defendant, and attorneys, date of court term, type of case, and orders of court. Arr. chron. Indexed alph. by names of plaintiff and defendant. Hdw. 433 p. 18 x 12½ x 2. Co. clk.'s vlt., 1st fl., annex.

114. COUNTY COURT RECORD CRIMINAL, 1872--. 2 v. 1857-71 in County Court Record (Probate), entry 138.
Record of criminal cases in county court, showing names of plaintiff, attorneys, and defendant, date of court term, nature of charge, and verdict rendered. Arr. chron. Indexed alph. by name of defendant. Hdw. 296 p. 18 x 12½ x 1½. Co. clk.'s vlt., 1st fl., annex.

115. COUNTY JUDGE (Criminal Complaints), 1926--. 1 f.b.
Original complaints, affidavits, and orders for search warrants, showing cause of complaint, date, names of plaintiff and defendant, and signatures of officials. Arr. by case no. No index. 10 x 4½ x 14. Co. clk.'s vlt., 1st fl., annex.

116. RECORD OF CONFESSION, 1897--. 2 v. (1, 2).
Record of confession in open court and in vacation, showing names of plaintiff and defendant, date of court term, reason for action, amount involved, and amount of costs. Arr. chron. Indexed alph. by name of plaintiff. Hdw. on pr. fm. 296 p. 18 x 12½ x 2. Co. clk.'s vlt., 1st fl., annex.

117. INSANE RECORD, 1862--. 1 v. (A). 1857-61 in County Court Record (Probate), entry 138.
Court record of insane cases, showing names of petitioners, defendants, and members of commission or jury, date, and verdict of trial, and place of commitment. Also contains Feeble-minded Records, 1862-1927, entry 118. Arr. chron. Indexed alph. by name of defendant. Hdw. on pr. fm. 148 p. 18 x 13 x 1. Co. clk.'s vlt., 1st fl., annex.

118. FEEBLE-MINDED RECORD, 1928--. 1 v. (1). 1857-61 in County Court Records (Probate), entry 138; 1862-1927 in Insane Record, entry 117.
Court Record of feeble-minded cases, showing name and residence of feeble-minded person, name of guardian, date of court hearing, and name of institution to which patient committed. Arr. chron. Indexed alph. by name of patient. Hdw. on pr. fm. 154 p. 18 x 13 x 1. Co. clk.'s vlt., 1st fl., annex.

119. (MISCELLANEOUS PAPERS), 1877--. 4 bdl., 1 f.b.
Original garnishee summonses, state warrants, criminal complaints, attachment notices, reports of state's attorney, guardians' administrators', and executors' bonds and letters, affidavits of violation of ordinance, and mortgage releases. Arr. by case no. No index. Bdl. 12½ x 12½ x 9½, 9 x 9 x 24; f.b. 10 x 12 x 20. Co. clk.'s vlt., bsmt., annex.

120. JUSTICE TRANSCRIPTS, 1933--. 1 f.b.
Transcript of justice of peace cases, showing names of plaintiff and defendant, date, and cause of action. Arr. by case no. No index. 10 x 4½ x 14. Co. clk.'s vlt., 1st fl., annex.

Dockets

Court Dockets

121. GENERAL ENTRY DOCKET, 1872--. 2 v. (1 not numbered, 1).
Missing: 1877-1925. Title varies: Clerk's Docket.
Clerk's docket of civil and criminal cases, showing case number, names of plaintiff and defendant, kind of action, term and date of court, and orders of court. Arr. chron. Indexed alph. by name of plaintiff. Hdw. under pr. hdgs. 73 p., 350 p.; 13½ x 8½ x ½, 18 x 12 x 3. Co. clk.'s vlt., 1st fl., annex.

122. JUDGE'S CURRENT DOCKET, 1928--. 1 v.
Current docket of county court cases, showing names of plaintiff and defendant, date and kind of action, case number, and orders of court. Also contains Docket of Insanity Cases, entry 123, and Docket of Proceedings - Feeble-minded, entry 124. Arr. chron. No index. Hdw. under pr. hdgs. 200 p. 14½ x 12½ x 2. Co. clk.'s vlt., 1st fl., annex.

123. DOCKET OF INSANITY CASES, 1893-1927. 1 v. 1928-- in Judge's Current Docket, entry 122.
Docket of insanity cases, showing names of witnesses, petitioners, and physicians, dates of notice, service, and trial, history of case, and disposition by court. Arr. chron. Indexed alph. by name of person alleged insane. Hdw. on pr. fm. Writing faded, paper poor. 296 p. 18 x 12 x 1½. Co. clk.'s vlt., 1st fl., annex.

124. DOCKET OF PROCEEDINGS - FEEBLE-MINDED, 1915-27. 1 v. 1928-- in Judge's Current Docket, entry 122.
Docket of proceedings in feeble-minded cases, showing names of feeble-minded person, petitioner, physician, and witness, date of hearing, decree or court order, and place of commitment. Arr. chron. Indexed alph. by name of patient. Hdw. under pr. hdgs. 148 p. 18 x 12½ x 2. Co. clk.'s vlt., 1st fl., annex.

125. JUDGMENT AND EXECUTION DOCKET, 1873--. 2 v. (A, B).
Docket of executions and judgments rendered in county court, showing names of plaintiff, defendant, and attorneys, action taken, date, amount involved, and dates execution issued and returned. Execution Docket entries start 1909, entry 126. Arr. alph. by name of person against whom judgment is rendered. No index. Hdw. under pr. hdgs. 320 p. 18 x 13 x 3. Co. clk.'s vlt., 1st fl., annex.

126. EXECUTION DOCKET, 1873-1908. 1 v. 1909-- in Judgment and Execution Docket, entry 125.
Docket of executions, showing names of plaintiff and defendant, date and amount of execution, to whom issued, and date of return. Arr. alph. by name of person against whom judgment is rendered. No index. Hdw. under pr. hdgs. 320 p. 18 x 13 x 3. Co. clk.'s vlt., 1st fl., annex.

127. TRANSFER CASES DISPOSED OF, 1924--. 1 v.
Transfer docket of civil and criminal cases in county court, showing names of plaintiff, defendant, and attorneys, case number, date of action, and orders of court. Arr. alph. by name of defendant. No index. Hdw. under pr. hdgs. 350 p. 16 x 12 x 2½. Co. clk.'s vlt., 1st fl., annex.

Justice of the Peace Dockets (Subsequent justice dockets kept in local justice of peace offices.)

128. JUSTICE DOCKET, 1896-1921. 21 v. (1-21).
Docket of cases in justice of peace court, showing names of plaintiff, defendant, and attorneys, date process served, nature of charge, name of officer to whom process delivered, and proceedings of court. Arr. chron. Indexed alph. by name of plaintiff. Hdw. on pr. fm. 378 p. 14 x 10 x 2. Co. clk.'s vlt., bsmt., annex.

129. JUSTICE CHATTEL DOCKET, 1924-27. 1 v.
Record of chattels in justice of peace court, showing names of mortgagor and mortgagee, description of property, and date of acknowledgment. Arr. chron. Indexed alph. by name of mortgagor. Hdw. 496 p. 14 x 10 x 2. Co. clk.'s vlt., bsmt., annex.

130. MAGISTRATE DOCKET, 1877-98. 4 v.
Docket of cases before police magistrate, showing names of plaintiff, defendant, and attorneys, date and type of process, action taken, amount involved, proceedings, and amount of court costs. Arr. chron. Indexed alph. by name of plaintiff. 1877-96, hdw.; 1897-98, hdw. on pr. fm. 296 p. 14 x 9 x 1½. Co. clk.'s vlt., bsmt., annex.

Fee Books

131. FEE BOOK, LAW AND CRIMINAL, 1872--. 5 v. (1-5).
Title varies: Fee Book, Civil Cases.
Record of common law and criminal fees received by clerk in county court, showing names of plaintiff and defendant, type and amount of fee, and date of payment. Arr. chron. Indexed alph. by name of plaintiff. Hdw. on pr. fm. 420 p. 18 x 13 x 3. Co. clk.'s vlt., 1st fl., annex.

Reports to the Court

(For reports of state's attorneys to county court, see entry 119; to circuit court, see entries 190, 193.)

132. (JUSTICE OF THE PEACE REPORTS), 1895-1911. 1 bdl.
Magistrate's original reports to county court, showing names of justice and county clerk, amount of fines paid to county judge, and date filed. Arr. chron. No index. 7 x 8 x 9. Co. clk.'s vlt., bsmt., annex.

Naturalization
(For other naturalization records, see entries 193, 200-202.)

133. (NATURALIZATION PAPERS), 1885-1906. 1 bdl.
Original petitions for final papers, declarations, minors' petitions, affidavits of witnesses, and final oaths of naturalization. Arr. by petition no. No index. 8 x 6½ x 12. Co. clk.'s vlt., bsmt., annex.

134. NATURALIZATION RECORD, 1872-1906. 5 v. (1-5).
Record of petitions for naturalization, showing affidavit and name of witness, name, nativity, and final oath of alien, date of petition, and signature of naturalization officer. Arr. by petition no. Indexed alph. by name of alien. Hdw. on pr. fm. 291 p. 16 x 12 x 2. Co. clk.'s vlt., 1st fl., annex.

Office Transactions

Court Business

135. ATTORNEY'S RECEIPTS FOR FILE, 1927--. 1 v.
Register of case documents used by attorneys, showing title of cause, case number, by whom received, and dates received and returned. Arr. alph. by name of attorney. No index. Hdw. under pr. hdgs. 240 p. 16 x 11 x 1½. Co. clk.'s off., 1st fl., annex.

V. PROBATE COURT

Probate courts have original jurisdiction in all matters of probate. This jurisdiction covers the settlement of estates of deceased persons; the appointment of guardians and conservators and settlement of their accounts; matters relating to apprentices; proceedings by executors, administrators, guardians, and conservators for sale of real estate; proceedings for the collection of taxes.[1] The jurisdiction has changed little in over a hundred years.

The first general assembly in 1819 gave probate jurisdiction to the county commissioners' court. In 1821 independent probate courts were established.[2] The newly created courts of probate were composed of a "judge of probate", elected by the general assembly.[3] In 1839,

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1. Constitution of 1870, Art. VI, sec. 20; R.S.1874, p. 339,340; L.1877, p. 80.
2. L.1819, p. 224; L.1821, p. 119.
3. L.1821, p. 119; the manner of election of all judges of inferior courts, however, had been designated by the Constitution of 1818, Art. IV, sec. 4.

when Carroll County was formed, "the judge of probate" was succeeded by a "probate justice of the peace." This justice of the peace was elected in each county by the county electorate for a quadrennial term, as of 1839.[1] Then, less than a decade later, the second constitution transferred to the newly created county court all probate jurisdiction, and subsequent legislation required it to hold special terms for such matters.[2] Carroll County court has retained probate jurisdiction from its creation until the present day.

The early probate justice was required to perform the ministerial function of the probate clerk.[3] Following the organization of the county court in 1848, the county clerk has served as ex-officio clerk of the probate court.

The major records of probate courts are:

1. Journal of all judicial proceedings and determinations of the judge.
2. A judgment docket with direct and indirect indices, former by name of claimant against estate, latter by estate. In practice the requirement of two indices often leads to two dockets.
3. Books for recordation of bonds and letters of administrators, executors, and guardians; appraisements and sale bills; widows' relinquishment and selection of property; wills and the probate thereof; annual and final reports of administrators, executors, and guardians. Generally each category of these probate business matters is recorded separately, but the segregation is not always carefully maintained.
4. Separate dockets of unsettled estates and claims against estates, and a ledger of the accounts of executors, administrators, and guardians. Note that the dockets of probate business matters are separated from dockets of court proceedings, just as are the books of recordation of the two categories; the intention of the law to make this distinction is further shown in its granting the clerk, during vacation of the court, power to receive petitions, accept bonds, grant letters testamentary, etc.

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1. R.L.1837, p. 176.
2. Constitution of 1848, Art. V, sec. 16,18; L.1849, p. 64,65; R.S.1874, p. 339,340.
3. L.1821, p. 120; R.L.1837, p. 429.

5. Files of original documents not subject to recordation; indices of such; records of office transactions in pursuance of the court's orders to the clerk necessary in the latter's settlement with that body.[1]

Proceedings of Court

136. PROBATE FILE (Probate Court Records), 1858--. 186 f.b. (1-186).
Original probate documents, including administrators', guardians', and conservators' records, wills, and insanity case papers, showing names of administrator, guardian or conservator, deceased, minor, or person alleged to be insane, date of document, and court decree. Arr. by case no. 10 x 4½ x 14. Co. clk.'s vlt., 1st fl., annex.

137. INDEX TO ESTATES, 1858--. 2 v.
Index to probate files, showing kind of action, and case and file box numbers. Arr. alph. by name of estate in probate. Hdw. 300 p. 17½ x 16 x 3. Co. clk.'s off., 1st fl., annex.

138. COUNTY COURT RECORDS (Probate), 1857--. 29 v. (A, 1-28).
Record of proceedings of probate court, includin petitions for letters of administration, wills, citations of executors, and report records of administrator, executor, and conservator, showing names of estate, administrator or executor, and conservator, date, amount and date of claims, and names of claimants. Also contains County Court Record Law, 1857-71, entry 113; County Court Record Criminal, 1857-71, entry 114; Insane Record, 1857-61, entry 117; Feeble-minded Record, 1857-61, entry 118; Administrators' and Executors' Report Record, 1857-91, entry 155; Conservator's Report Record, 1857-1915, entry 156; and Record of Claims, entry 140. Arr. chron. 1857-87, indexed alph. by name of estate; for index, 1888--, see entry 139. 1857-1924, hdw.; 1925--, typed. 640 p. 18 x 12½ x 2. Co. clk.'s off., 1st fl., annex.

139. INDEX COUNTY RECORD (Probate), 1888--. 19 v. (10-28).
Index to probate proceedings, showing name of estate, and book and page of record. Arr. alph. by name of estate. Hdw. under pr. hdgs. 62 p. 18 x 12½ x ½. Co. clk.'s off., 1st fl., annex.

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1. L.1821, p. 119; R.S.1829, p. 215,231; R.S.1837, p. 429; R.S.1845, p. 427,428; L.1851, p. 193; L.1859, p. 92,93,94; R.S.1874, p. 260-65; L.1877, p. 63; L.1933, p. 293.

140. PROBATE COURT RECORDS (Claims), 1855-56. 2 v. (1, 2).
1857-- in County Court Records (Probate), entry 138.
Record of claims in probate, showing names of plaintiff and defendant, amount of claim, date and action taken, and verdict rendered. Arr. chron. No index. Hdw. Binding and paper poor, writing faded. 235 p. 14 x 8 x 1. Co. clk.'s off., 1st fl., annex.

141. MISCELLANEOUS PROBATE RECORD, 1866--. 20 v. (1-20).
Miscellaneous records of administrators, executors, guardians, and conservators, showing names of estate and official, date, description of real and personal property, value of each, and total valuation of estate. Arr. chron. Indexed alph. by name of estate. 1866-1917, hdw.; 1918--, typed. 555 p. 18 x 15 x 2. Co. clk.'s off., 1st fl., annex.

142. JUDGMENT RECORD OF CLAIMS, 1866--. 7 v. (1 not numbered, 1-6).
Title varies: Probate Judgment Record.
Record of claims against estates in probate, showing names of plaintiff, defendant, and attorneys, date and amount of claim, and judgment rendered. Arr. chron. Indexed alph. by name of defendant. Hdw. under pr. hdgs. 580 p. 18 x 13 x 2½. Co. clk.'s off., 1st fl., annex.

Probate Business

Wills, Bonds, and Letters (See also entries 103, 119.)

143. MISCELLANEOUS COURT PAPERS, 1898--. 1 f.b.
Original last wills and testaments of deceased, warranty deeds, assignments of judgment, apprentice indentures and probation officer's reports. Arr. by case no. No index. 10 x 4½ x 14. Co. clk.'s vlt., 1st fl., annex.

144. RECORD OF WILLS, 1865--. 9 v. (A-I).
Record of wills in probate court, showing name and residence of legatee, date and proof of will with names of witnesses, and date filed. Arr. chron. Indexed alph. by name of legatee. 1865-1919, hdw.; 1920--, typed. 290 p. 18 x 13 x 2½. Co. clk.'s off., 1st fl., annex.

145. CONSERVATOR'S RECORD, 1905--. 1 v. (15).
Record of bonds, letters of conservatorship, and petitions, showing names of ward and conservator, dates of letters, bonds, and petitions, amount of bond, and names of sureties. Arr. chron. Indexed alph. by name of ward. Hdw. on pr. fm. 148 p. 18 x 12½ x 1½. Co. clk.'s off., 1st fl., annex.
For prior conservator's records, see entry 146.

146. INSANITY AND CONSERVATOR'S RECORD, 1899--. 2 v. (12, 13).
Record of petitions, oaths, and bonds of conservators, showing names of ward and conservator, amount of bond, name of surety, date of issue, and court orders; also contains findings of insanity commission, names of jurors and physician, and place of commitment. Arr. chron. Hdw. on pr. fm. 590 p. 18 x 13 x 2½. Co. clk.'s vlt., 1st fl., annex.
For additional conservator's records, see entry 145.

147. INDEX, INSANITY RECORD, 1899--. 1 v.
Index to insanity and consorvator's record, showing names of insane person and conservator, and book and page of record. Arr. alph. by name of insane person. Hdw. 150 p. 22 x 16 x 1. Co. clk.'s vlt., 1st fl., annex.

Inventories and Appraisements

148. INVENTORY RECORD, 1866--. 8 v. (A-H).
Record of inventories of estates, showing names of deceased and administrator, description and value of all real and personal property, date of inventory, and total valuation of estate. Arr. chron. Indexed alph. by name of estate. Hdw. on pr. fm. 290 p. 18 x 13 x 3½. Co. clk.'s off., 1st fl., annex.

149. GUARDIANS' INVENTORY, 1866--. 2 v. (1, 2).
Record of inventories of estates for which guardian has been appointed, showing names of estate, heirs, and guardian, itemized description of real and personal property, date of inventory, and total valuation. Arr. chron. Indexed alph. by name of guardian. Hdw. on pr. fm. 300 p. 18 x 12½ x 2. Co. clk.'s off., 1st fl., annex.

150. CONSERVATORS' INVENTORY RECORD, 1917--. 1 v. (1).
Record of inventories of estates for which a conservator has been appointed, showing names of wards and conservators, date filed, itemized description of all real and personal property, and valuation. Arr. chron. Indexed alph. by name of estate. Hdw. 150 p. 18 x 12 x 1½. Co. clk.'s off., 1st fl., annex.
For prior records, see entry 148.

151. APPRAISEMENT RECORD, 1860--. 7 v. (A, 1-6).
Estate appraisement record, showing name of estate, warrants and oaths of appraisers, estimate of amount of widow's award, appraiser's bill, date of oath and appraisement, and itemized list of articles appraised. Arr. chron. Indexed alph. by name of estate. Hdw. on pr. fm. 300 p. 18 x 13 x 3½. Co. clk.'s off., 1st fl., annex.

Widows' Relinquishment and Selection

152. WIDOW'S RELINQUISHMENT AND SELECTION, 1866--. 4 v. (1-4).
Widows' award, selection, and relinquishment record, showing names of estate and widow, list of real and personal property, valuation, and dates. Arr. chron. Indexed alph. by name of estate. 1866-99, hdw.; 1900--, typed. 432 p. 18 x 13 x 2. Co. clk.'s off., 1st fl., annex.

Petitions, Decrees, and Reports of Sale

153. ESTATE SALE RECORD, 1865--. 5 v. (A-E).
Copies of petitions to sell estate property, showing names of administrator or executor, date of sale, list of property sold, amount of each item, and total amount of sale. Arr. chron. Indexed alph. by name of estate. Hdw. on pr. fm. 450 p. 18 x 13½ x 3. Co. clk.'s off., 1st fl., annex.

154. DECREE RECORD, 1866--. 8 v. (A, BC, D-I).
Court decrees for sale of real estate to pay debts of deceased, showing name of estate, number of court order, and date. Arr. chron. Indexed alph. by name of estate. Hdw. 324 p. 18 x 13½ x 3½. Co. clk.'s off., 1st fl., annex.

Reports, Current and Final Accounts

155. ADMINISTRATOR'S AND EXECUTOR'S REPORT RECORD, 1892--. 4 v. (1-4). 1857-91 in County Court Records (Probate), entry 138.
Report record of administrators and executors, showing names of estate and executor, date and term of court, date of report, receipts, and disbursements, dates, from whom received, amount and purpose of payment, and to whom paid. Arr. chron. Indexed alph. by name of estate. Hdw. on pr. fm. 500 p. 18 x 12 x 3. Co. clk.'s vlt., 1st fl., annex.

156. CONSERVATORS' REPORT RECORD, 1916--. 1 v. (1). 1857-1915 in County Court Records (Probate), entry 138.
Copies of conservators' reports, showing names of estate and conservator, date appointed, receipts and disbursements, amounts, dates, and legal description of property. Arr. chron. Indexed alph. by name of conservato
Hdw. 148 p. 18 x 13 x 1½. Co. clk.'s off., 1st fl., annex.

157. GUARDIANS' FINAL RECEIPT RECORD, 1899--. 1 v. (1).
Record of final discharge of guardian, showing names of estate, guardian, and heirs, and date discharged by court. Arr. chron. Indexed alph. by name of estate. Hdw. on pr. fm. 296 p. 18 x 12 x 2. Co. clk.'s off., 1st fl., annex.

Dockets

Court Proceedings

158. JUDGES' PROBATE DOCKET CURRENT, 1919--. 5 v.
Docket of estates in probate, showing names of estate, administrator, executor or guardian, and attorneys, date of court term, case number, docket entry, and court order. Arr. alph. by name of estate. No index. Hdw. under pr. hdgs. 600 p. 16 x 13 x 4. Co. clk.'s off., 1st fl., annex.

159. PROBATE JUDGMENT DOCKET, 1860--. 5 v. (A-E).
Docket of judgments in probate, showing names of claimant and estate, date filed, amount and nature of claim, and judgment of court. Arr. chron. Hdw. under pr. hdgs. 321 p. 18 x 13 x 2½. Co. clk.'s off., 1st fl., annex.

160. PROBATE JUDGMENT DOCKET INDEX, 1860--. 2 v. (A, B).
Index to probate judgment docket, showing name of claimant, and book and page of entry. Arr. alph. by name of estate. Hdw. 215 p. 18 x 12½ x 2. Co. clk.'s off., 1st fl., annex.

Probate Business

161. CLAIM DOCKET, 1859--. 2 v. (1 not numbered, 1).
Title varies: Probate Court Docket.
Docket of claims against estates, showing names of estate and claimant, date, amount and nature of claim, and term of court. Arr. chron. 1859-1921, no index; for index, 1922--, see entry 162. 1859-1921, hdw.; 1922--, hdw. on pr. fm. 1859-1921, binding and paper poor, writing faded. 167 p., 640 p.; 12 x 7 x 1, 18 x 13 x 3. 1 v. not numbered, 1859-1921, co. clk.'s vlt., bsmt., annex; v. 1, 1922--, co. clk.'s off., 1st fl., annex.

162. INDEX TO CLAIM DOCKET, 1922--. 1 v. (1).
Index to claim docket, showing name of estate, and book and page of entry. Arr. alph. by name of estate. Hdw. under pr. hdgs. 92 p. 18 x 13 x ½. Co. clk.'s off., 1st fl., annex.

163. INHERITANCE TAX DOCKET, 1896--. 3 v.
Docket of inheritance taxes, showing names of estate, attorney, and beneficiaries, date of death, evidence, amount of fees, description of property, amount of exemption, interest, and total tax. Arr. chron. Indexed alph. by name of estate. Hdw. on pr. fm. 400 p. 20 x 12 x 2. Co. clk.'s vlt., 1st fl., annex.

Fee Books

164. FEE BOOK (Probate), 1866--. 7 v. (A-G).
Record of fees received in probate court, showing names of estate, executor or administrator, guardian or conservator, date of fee, and date paid. Arr. chron. Indexed alph. by name of estate. Hdw. on pr. fm. 63 p. 18 x 13 x 2½. 1 v. A, 1866-79, co. clk.'s vlt., bsmt., annex; v. B-G, 1880--, co. clk.'s off., 1st fl., annex.
For prior records of fees, see entry 165.

165. PROBATE FEE BOOK, 1839-77. 2 v.
Register of probate fees, showing names of estate and administrator, amount and kind of fee, and date entered. Arr. chron. Indexed alph. by name of estate. Hdw. Binding and paper poor, writing faded. 359 p., 579 p.; 14 x 8½ x 2, 18 x 13 x 3. 1 v., 1839-65, co. clk.'s vlt., 1st fl., annex; 1 v., 1866-77, co. clk.'s vlt., bsmt., annex.
For subsequent records, see entry 164.

Receipts and Expenditures

166. INHERITANCE TAX, 1895-1905. 1 f.b.
Original inheritance tax receipts, showing names of estate and heirs, date and amount of tax due, and signature of county judge. Arr. by case no. No index. 6 x 4½ x 12. Co. clk.'s vlt., bsmt., annex.

167. REGISTER OF WARRANTS, 1920--. 1 v.
Register of warrants issued against estates in probate, showing name of estate, to whom payable, amount, date, and warrant number. Arr. chron. Indexed alph. by name of estate. Hdw. 155 p. 15½ x 10 x 1. Co. clk.'s vlt., 1st fl., annex.

VI. CIRCUIT COURT

The circuit court has original jurisdiction of all causes of law and equity, and acts as a court of appeal in probate matters and causes cognizable by the county court and justices of the peace.[1] In addition, it is one of the courts capable, according to Federal Statutes, of having naturalization jurisdiction.[2]

Originally, the circuit courts in Illinois were held in the several counties respectively by the chief justice and associate justices of the supreme court. In accordance with the constitution of 1818, the general assembly by law prescribed the manner and terms of the circuit court in Carroll and each county of the state.[3] The second constitution greatly changed this judicial arrangement. It divided the state into nine judicial districts, in each of which a circuit judge was elected by the voters thereof.[4] The constitution of 1870 altered the circuit districts and established population requirements for counties that may comprise a circuit.

Thus, in Carroll County the circuit courts were held by a justice of the supreme court from its formation in 1839 until 1848. Since the latter date until the present the circuit judge has been an elective officer of the electorate of the judicial district of which Carroll County is a part.

The clerk of the circuit court was first appointed by the circuit court in Carroll County.[5] He was required to keep, and preserve complete records of all proceedings and determinations of the court of which he was clerk.[6]

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1. Constitution of 1870, Art. VI, sec. 12.
2. U.S.S.1802, p. 153; U.S.R.S.1874, p. 378; U.S.S.1906, p. 596; U.S.S.1913, p. 737; U.S.S.1926, p. 709.
3. Constitution of 1818, Art. IV, sec. 4; R.L.1829 and R.L.1833, p. 151; R.S.1845, p. 143.
4. Constitution of 1848, Art. V, sec. 7.
5. R.L.1829, R.L.1833, p. 152; R.S.1845, p. 146,147.
6. Ibid.

Circuit Court (Next entry 168, p. 54)

The constitution of 1848 made the clerk of the circuit court an elected officer of the county electorate with a four-year term.[1]

Among the records kept by the clerk are the following:

1. Books of record of the proceedings and judgments of the court, with alphabetical indices by parties. Proceedings are recorded at length only in cases designated by law, or when the court, at the motion and assumption of expense by one of the parties, so orders. In practice, the court record has been broken down from an early date into segregated types of proceedings and judgments.
2. "Plaintiff-Defendant Index to Court Records" and "Defendant-Plaintiff Index to Court Records." Intended to be separate records, but frequently combined in a single volume with the two indices segregated in each volume.
3. A general docket, in which all suits are entered in the order they are commenced.
4. A judgment and execution docket, containing a column for the entry of satisfaction or other disposition. In practice an execution docket is frequently set up independently.
5. Additional dockets, designated as the clerk's, judge's, and bar docket. In practice the bar docket has tended to drop out of use.[2]
6. A fee book, in which costs and fees are to be entered under the proper title of the case. In practice separate series of volumes are maintained under such titles of causes.
7. Transcripts of proceedings in appeals from justices' courts and foreign courts, dockets thereof, and transcripts of judgment for liens, etc., from the former.
8. Naturalization proceedings, from petitions to final certificates. Federal Statutes allow circuit court to exercise jurisdiction.
9. Reports to the court from its designated masters in chancery, the state's attorney, and the coroner's inquest juries.
10. Jury venires, summonses, certificates, etc.

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1. Constitution of 1848, Art. V, sec. 29; Constitution of 1870, Art. X, sec. 8.
2. The Civil Practice Act of 1933 grants authority to the county courts, subject to rules promulgated by the supreme court and not inconsistent with statutory requirements, to make such rules, as they may deem expedient, regulating dockets and calendars of such court. L.1933, p. 785, sec. 2.

11. Original documents used in court hearings and determinations. These documents are of particular importance because in a large number of cases the complete proceedings are not spread on court record.[1]

Proceedings of Court

168. PLAINTIFF AND DEFENDANT INDEX, 1858--. 6 v. (A, 1, 2, plaintiff; A, 1, 2, defendant).
Index to court records and files, showing case number, names of plaintiff and defendant, kind of action, dates of court term, book and page of court record, book and page of judgment and execution dockets, file number, and disposition of case. Arr. alph. by names of plaintiff and defendant. Hdw. under pr. hdgs. 500 p. 18 x 13 x 3½. Cir. clk.'s off., 1st fl., annex.

169. CIRCUIT COURT FILES, 1837--. 370 f.b.
Original documents in common law, criminal, and chancery cases, including subpoenas, summonses, petitions, indictments, bills of complaint, writs, certificates of evidence, appeals, and creditors' bills. Also contains Foreclosures, 1857-1929, entry 179, and Grand Jury Venires and Justice of Peace Transcripts, 1858-1904, entry 178. Arr. by case no. 1837-57, no index; for index, 1858--, see entry 168. 10 x 4½ x 14. Cir. clk.'s off., 1st fl., annex.

170. LAW RECORD, 1840--. 8 v. (A-H).
Record of cases in circuit court, showing names of plaintiff, defendant, and attorneys, date of filing, cause of action, judgment rendered, amount and date of court term. Also contains Record of Criminal Cases, 1840-57, entry 171; Chancery Cases, 1840-51, entry 172; and Recognizance Bonds, 1840-57, entry 195. Arr. chron. Indexed alph. by names of plaintiff and defendant; for sep. index 1858--, see entry 168. Hdw. 530 p. 18 x 13 x 3. Cir. clk.'s vlt., 1st fl., annex.

171. CRIMINAL RECORD, 1858--. 6 v. (A-F). 1840-57 in Law Record, entry 170.
Record of criminal cases, showing name of defendant, nature of crime committed, date committed, and penalty; also contains Record of Recognizance Bonds, entry 195; Indictment Records, 1858-1919, entry 175. Arr. chron. Indexed alph. by name of defendant; for sep. index, see entry 168. Hdw. 630 p. 18 x 13 x 3. Cir. clk.'s vlt., 1st fl., annex.

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1. R.S.1845, p. 57,323-36,414,418,419,518; L.1865, p. 79,80; L.1871-72, p. 325; R.S.1874, p. 262,263,285-87,339; L.1877, p. 77; L.1895, p. 206,210,211,217; L.1933, p. 378-80; U.S.S.1802, p. 153-55; U.S.R.S.1874, p. 378-80; U.S.S.1906, p. 597-607; U.S.S.1926, p. 709,710; U.S.S.1929, p. 154,155.

172. CHANCERY RECORD, 1852--. 12 v. 1840-51 in Law Record, entry 170.
Record of all chancery cases, showing names of plaintiff, defendant, and attorneys, date entered, term and docket numbers, type of case, and orders of court. Includes Decrees, entry 173. Arr. chron. Indexed alph. by name of plaintiff; for sep. index, 1858--, see entry 168. Hdw. 500 p. 18 x 13 x 3. Cir. clk.'s vlt., 1st fl., annex.

173. DECREE RECORD, 1877-1911. 2 v. (1, 2). 1852-- also in Chancery Record, entry 172.
Record of chancery partitions and decrees of sale, showing names of plaintiff and defendant, number of case, date of decree of sale, signatures of circuit clerk and sheriff, legal description and value of property involved, and names of commissioners appointed by circuit court. Arr. chron. Indexed alph. by names of plaintiff and defendant. Hdw. on pr. fm. 300 p. 18 x 13 x 3⅓. Cir. clk.'s vlt., 1st fl., annex.

174. JUDGMENT BY CONFESSION (In Vacation and in Open Court), 1858--. 7 v. (E, E-L, V). Missing: 1885-96. Title varies: Default Title.
Record of judgments by confession and default made in open court and during vacation, showing date and term, names of plaintiff, defendant, and attorneys, amount of judgment, against whom rendered, and orders of court. Arr chron. Indexed alph. by names of plaintiff and defendant. Hdw. on pr. fm. 575 p. 18 x 12 x 3. Cir. clk.'s vlt., 1st fl., annex.

175. INDICTMENT RECORDS, 1920--. 1 v. (1). 1858-1919 in Criminal Record, entry 171.
Record of indictments, showing nature and date of crime, by whom committed, date of commitment, amount of bail fixed, and names of attorneys and members of jury. Arr. chron. Indexed alph. by name of defendant. Typed. 580 p. 18 x 13 x 3. Cir. clk.'s vlt., 1st fl., annex.

176. CLERKS' MINUTES, 1910--. 5 v.
Record of proceedings of circuit court, showing names of plaintiff and defendant, case number, cause for action, and date of proceedings. Arr. chron. Indexed alph. by name of plaintiff. Hdw. 256 p. 18 x 14 x 1½. 1 v., 1910-17, cir. clk.'s vlt., bsmt., annex; 4 v., 1918--, cir. clk.'s vlt., 1st fl., annex.

177. MECHANICS' LIENS, 1890--. 3 f.b.
Mechanics' liens showing date, names of plaintiff and defendant, and description of items for which lien is filed. Arr. chron. No index. Hdw. and typed on pr. fm. 10 x 5 x 14. Cir. clk.'s vlt., 1st fl., annex.
For docket of mechanics' liens containing prior records, see entry 186.

178. (GRAND JURY VENIRES; JUSTICE OF PEACE TRANSCRIPTS), 1905--. 1 f.b. 1858-1904 in Circuit Court Files, entry 169.
Original venires for grand jury, and justice of peace transcripts, showing names of parties involved, type of document and date, amount and legal description of property involved, kind of action, date document filed, and signatures of parties and officials. Arr. chron. No index. 4½ x 9½ x 15. Cir. clk.'s vlt., bsmt., annex.

179. FORECLOSURES, 1930--. 1 f.b. 1857-1929 in Circuit Court Files, entry 169.
Original documents of foreclosure proceedings in circuit court, showing amount due, date, term of court, judgment, legal description of property, date filed, and judge's signature. Arr. by case no. No index.
10 x 5 x 14. Cir. clk.'s vlt., 1st fl., annex.

Transcripts

180. TRANSCRIPT RECORD, 1857--. 3 v. (B, 1857-99; 1, 2, 1896--).
Transcript of justice of peace cases, showing names of plaintiff and defendant, date of summons, amount involved, date of proceedings, execution rendered, amount of court costs, and signature of justice of peace. Arr. chron. Indexed alph. by name of plaintiff and defendant. 1857-99, hdw.; 1896--, hdw. on pr. fm. 500 p. 18 x 13 x 3⅛. 1 v. B, cir. clk.'s vlt., bsmt., annex; v. 1, 2, cir. clk.'s off., 1st fl., annex.

Dockets

181. COURT DOCKET, 1857--. 6 v. (4 not lettered, F, G).
Missing: 1876-1921.
Docket of circuit court cases, showing names of plaintiff, defendant, and attorneys, date of court term, case number, and action taken. Arr. chron. Indexed alph. by names of plaintiff and defendant. Hdw. 280 p. 14 x 9 x 2. 4 v. not lettered, 1857-75, cir. clk.'s vlt., bsmt., annex; v. F, G, 1922--, cir. clk.'s off., 1st fl., annex.

182. JUDGES' DOCKET, 1859--. 25 v. (A-P, 9 not lettered).
Judges' docket of circuit court cases, showing names of plaintiff, defendant, and attorneys, date of court term, action taken, and orders of court. Arr. chron. No index. Hdw. 317 p. 18 x 13 x 2½. 16 v. A-P, 1859-1909, cir. clk.'s vlt., bsmt., annex; 9 v. not lettered, 1910--, cir. clk.'s off., 1st fl., annex.

183. CLERK'S ENTRY DOCKET, 1859--. 7 v. (A-G).
Record of summonses issued in criminal and civil cases, showing number of case, names of plaintiff, defendant, and attorneys, cause of action, date of summons, and order of court. Arr. chron. Indexed alph. by names of plaintiff and defendant. Hdw. under pr. hdgs. 295 p.
18 x 12 x 3⅛. Cir. clk.'s off., 1st fl., annex.

184. CLERK'S DOCKET, 1859-1909. 48 v. Discontinued.
Docket of circuit court cases, showing names of plaintiff, defendant, and attorneys, number and kind of case, date of court term, order of previous term, action taken, and orders of court. Arr. chron. Indexed alph. by name of plaintiff. Hdw. Writing faded, paper poor. 76 p.
15½ x 9½ x 1. Cir. clk.'s vlt., bsmt., annex.

185. BAR DOCKET, 1869-87. 10 v. Discontinued.
Docket of circuit court cases, showing names of plaintiff, defendant, and attorneys, case number, date recorded, and action taken. Arr. chron. No index. Hdw. Writing faded, paper poor. 155 p. 14 x 8½ x ½. Cir. clk.'s vlt., bsmt., annex.

186. LIEN DOCKET, 1859--. 1 v. (A).
Docket of liens, showing names of parties, amount and nature of claim, number of lien, against whom filed, description of property, and date of satisfaction. Arr. chron. No index. Hdw. under pr. hdgs. 500 p. 18 x 13 x 3. Cir. clk.'s vlt., 1st fl., annex.

187. JUDGMENT AND EXECUTION DOCKETS, 1852--. 8 v. (A, 1859-96; A-G, 1852--). Title varies: Judgment in Cognovit.
Record of judgments rendered and executions thereof, showing number of judgment, names of parties, date and nature of judgment or decree, against whom rendered, amount, volume and page of fee book, volume and page of court record, and final disposition by court. Arr. alph. by name of person against whom judgment is rendered. No index. Hdw. on pr. fm. 500 p. 18 x 13 x 3. Cir. clk.'s vlt., 1st fl., annex.

188. SHORT CAUSE CALENDAR DOCKET, 1891-92. 1 v. Discontinued.
Docket showing names of plaintiff, defendant, and attorneys, number and type of case, date of court term, action taken, and order of court. Arr. chron. No index. Hdw. Writing faded, paper poor. 78 p. 14 x 9 x ½. Cir. clk.'s vlt., bsmt., annex.

Fee Books

189. FEE BOOK (Criminal, Common Law, Chancery), 1846--. 28 v. (A-Z, with duplicates V, Y).
Register of common law, criminal, and chancery fees received by circuit clerk, showing names of complainant and defendant, cause of action, number of case, date of term of court, amount of judgment and in whose favor rendered, clerk's, sheriff's, and miscellaneous costs, amount of fees, and date reported to county board. Arr. chron. Indexed alph. by name of defendant. Hdw. under pr. hdgs. 600 p. 18 x 12 x 3½. 15 v. A-O, 1846-1915, cir. clk.'s vlt., bsmt., annex; 13 v. P-Z, V, Y, 1916--, Cir. clk.'s vlt., 1st fl., annex.

Reports to Court

190. STATE'S ATTORNEYS' REPORTS, 1872--. 1 v.
State's attorneys' reports to circuit court of collections of fees, fines, and forfeitures, showing date, name of defendant, and number of case. Arr. chron. No index. Hdw. on pr. fm. 300 p. 18 x 12 x 3. Cir. clk.'s vlt., 1st fl., annex.
For state's attorneys' reports to county court, see entry 119.

191. TRUSTEES' REPORT - MARK ESTATE, 1900--. 1 f.b.
Original trustees' reports of Mark estate, showing date of report, account of receipts and expenditures, report of management, value of estate, and signatures of trustees. Arr. chron. No index. 10 x 4½ x 14. Cir. clk.'s off., 1st fl., annex.

192. TRUSTEES' REPORT - WOLF ESTATE, 1915-31. 1 f.b.
Original trustees' reports of Wolf Estate, showing date of report, account of expenses and receipts, report of management, value of estate, and signatures of trustees. Arr. chron. No index. 10 x 4½ x 14. Cir. clk.'s off., 1st fl., annex.

193. REPORTS - VENIRES AND MISCELLANEOUS PAPERS, 1878-92. 1 f.b.
Original jurors' summonses, petitions for change of venue, state's attorneys' reports, and final oaths for naturalization, showing date of document, name of legatee, and signature of official. Arr. chron. No index. 10 x 4½ x 14. Cir. clk.'s off., 1st fl., annex.

Jury Records

(See also entries 7, 10, 18, 19, 178, 193, 235, 248.)

194. REGISTER OF JURORS, 1861--. 2 v. (A, B).
Register of jurors, showing to whom certificate issued, date, certificate number, amount of fee, mileage, days of service, and signatures of jurors. Arr. chron. No index. Hdw. 370 p. 16 x 12 x 2. 1 v. A, 1861-1905, cir. clk.'s vlt., bsmt., annex; 1 v. B, 1906--, cir. clk.'s vlt., 1st fl., annex.

Bonds

195. RECOGNIZANCE RECORD, 1871-78. 1 v. 1840-57 in Law Record, entry 170; 1858-- also in Criminal Record, entry 171.
Record of recognizance bonds, showing amount of bond, names of principal and surety, reason for indictment, penalty imposed by court, and place and date of appearance. Arr. chron. Indexed alph. by name of defendant. Hdw. on pr. fm. Binding and paper poor, writing faded. 219 p. 18 x 14 x 1½. Cir. clk's vlt., bsmt., annex.

196. RECOGNIZANCE CASH BAIL, 1930--. 1 v. (1).
Record of cash bonds, showing name of defendant, date of indictment, nature of charge, amount of bail, and dates. Arr. chron. Indexed alph. by name of defendant. Hdw. on pr. fm. 300 p. 18 x 13 x 2. Cir. clk.'s off., 1st fl., annex.

197. BONDS - TRUSTEES AND APPEAL, 1872-99. 1 f.b.
Officials' bonds and oaths, and replevin, attachment, and injunction bonds, showing names of parties and county officials, and date recorded. Arr. alph. by name of principal. No index. 10 x 4½ x 14. Cir. clk.'s vlt., 1st fl., annex.

198. BONDS, 1921--. 1 f.b.
Original peace bonds showing amount of bond, date filed, and names of defendant, sureties, and officials. Arr. by case no. No index. 4 x 5 x 14. Cir. clk.'s off., 1st fl., annex.

Probation

199. PROBATION COURT RECORD, 1913--. 1 v. (1).
Record of probation granted, showing names of judge, sheriff, state's attorney, clerk, and prisoner seeking probation, dates request was made and granted, and date of discharge. Arr. chron. Indexed alph. by name of defendant. Hdw. on pr. fm. 140 p. 18 x 12 x 1½. Cir. clk.'s vlt., 1st fl., annex.

Naturalization
(See also entries 133, 134, 193.)

200. RECORD OF DECLARATION OF INTENTION, 1858-1929. 4 v. (1, 2, 2 not numbered). 1930-- in United States District Court, Freeport, Illinois. Title varies: Naturalization Record.
Record of naturalization including original declaration of intention and final papers, showing names of applicant and witnesses, date of application, age, race, birthplace, and occupation of aliens, date of entry, certificate number, signature of alien, date of filing, oath, and signature of clerk. Arr. by declaration no. Indexed alph. by name of alien. Hdw. on pr. fm. 100 p., 450 p.; 8 x 14 x 1, 18 x 12 x 3. Cir. clk's vlt., 1st fl., annex.

201. NATURALIZATION RECORD, 1858-1912. 2 v. (1, 2). Discontinued.
Record of naturalization, showing names and addresses of aliens, petitions, date of application, nativity, and signature of county clerk. Arr. by application no. Indexed alph. by name of alien. H dw. on pr. fm. 450 p. 18 x 12 x 3. Cir. clk.'s off., 1st fl., annex.

202. NATURALIZATION PAPERS, 1868-99. 1 f.b.
Original declarations of intention, showing name of applicant, date and place of application, age, race, and birthplace of applicant, and signatures of applicant and county clerk. Arr. by declaration no. No index. 10 x 5 x 4. Cir. clk.'s vlt., 1st fl., annex.

Office Transactions

Receipts and Expenditures

203. RECEIPTS AND EXPENDITURES, 1872--. 2 v. (1, 2).
Register of receipts and expenditures of sheriff and circuit clerk, showing from whom received, service rendered and amount, miscellaneous fees and court costs received, to whom and amount paid, purpose, and date received or paid. Arr. chron. No index. Hdw. under pr. hdgs. 219 p. 16 x 14 x 1½. Cir. clk.'s vlt., bsmt., annex.

204. COUNTY TREASURERS' RECEIPTS, 1905--. 1 f.b.
Original receipts of county treasurer to circuit clerk for services of county officials, showing date, name of official, amount, and kind of service rendered. Arr. chron. No index. 4 x 5 x 14. Cir. clk.'s off., 1st fl., annex.

205. FEE BOOK RECEIPTS, 1898-99. 1 v. Discontinued.
Receipts for costs paid in common law cases, showing date of term, date and amount of judgment, names of plaintiff and defendant, costs of trial, and signature of circuit clerk. Arr. chron. Indexed alph. by name of plaintiff. Hdw. on pr. fm. 296 p. 18 x 13 x 2. Cir. clk.'s vlt., bsmt., annex.

Court Business

206. POWER OF ATTORNEY RECORD, 1915--. 1 v.
Record of parties conferring power of attorney, showing date of hearing, and names of parties involved. Arr. chron. Indexed alph. by name of legatee. Hdw. on pr. fm. 600 p. 18 x 12 x 3. Cir. clk.'s vlt., 1st fl., annex.

207. BOOK OF RECEIPTS FOR EXECUTORS, 1866-75. 1 v.
Record of executors' receipts, showing names of plaintiff, defendant, and attorneys, date and amount of receipt, and signature of circuit clerk. Arr. alph. by name of executor. No index. Hdw. on pr. fm. Binding and paper poor, writing faded. 53 p. 14 x 9 x ½. Cir. clk.'s vlt., bsmt., annex.

208. ATTORNEYS' RECEIPTS, 1868-78. 1 v.
Record of receipts, showing names of plaintiff and defendant, date of court term, case number, report of proof, and date returned. Arr. alph. by name of attorney. No index. Hdw. Writing faded, paper poor. 210 p. 16 x 11 x 1. Cir. clk.'s vlt., bsmt., annex.

209. PHOTOGRAPHS USED AS EVIDENCE IN CIRCUIT COURT CASES, no dates. 21 photographs.
Miscellaneous photographs used as exhibits and evidence in cases tried in circuit court. Faded. Publisher, Madsen, Savanna, Illinois. 10 x 12. Cir. clk.'s vlt., bsmt., annex.

210. EXHIBITS, 1857-1900. 1 f.b.
Original warranty deeds, mortgages, and bills to set aside deeds, used as court exhibits and retained in circuit court files. Arr. by case no. No index. 10 x 4½ x 14. Cir. clk.'s off., 1st fl., annex.

(Next entry 211, p. 63)

VII. PROBATION OFFICER

The office of probation officer was first established in Carroll County in 1911, in accordance with the legislation of that year.[1] The probation officer is an appointee of the circuit court. His service extends throughout the county to courts exercising criminal and quasi-criminal jurisdiction. Carroll County has one probation officer under the allowance of one officer to each 50,000 inhabitants or fraction thereof. He is required to give bond, as determined by the circuit court in a sum not exceeding $5,000, and is subject to the rules and removal of the appointing court. In performing his duties he serves the county and circuit courts in Carroll County.

Prior and subsequent to the creation of the probation office now under consideration, the county and circuit courts sitting in Carroll County have authority to appoint probation officers for that class of cases involving neglected, dependent or delinquent children.[2] The appointees serve at the pleasure of the respective courts. The provision of this office for juveniles has not been limited or repealed by the acts creating the office of probation officer for adult probationers.

The probation officer is compensated at a rate determined by the county board of supervisors. In the performance of his services to the county and circuit courts, he is required to: investigate the case of defendants requesting probation; notify the court of previous conviction or probation; make reports to the respective courts; keep a set of records as described below; take charge of and watch over all persons placed on probation, also cases of probationers moving from another county into his county.[3]

The reports made by the probation officer to the courts are kept by the clerks in the respective cases. The courts' probation record includes orders granting or refusing release on probation, probationers' bonds, the reports of probation officers noted above, and discharge of probationers.

The probation officer is required to keep complete and accurate records of investigated cases, including description of the investigated persons, the action of the court, the subsequent history of

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1. L.1911, p. 280,281.
2. L.1899, p. 133; L.1907, p. 70.
3. L.1911, p. 281,282; L.1915, p. 381,382.

probationers. These records are private records and open to inspection by any judge or by any probation officer pursuant to a court order and are not public records.[1] The contents can only be divulged by court order and consequently were not surveyed by the current historical records study. A description of the contents, therefore, is noted above.

For county court probation papers, see entry 111; for probation officer's reports, see entry 143; for circuit court probation record, see entry 199.

VIII. SHERIFF

By constitutional provision the sheriff's office has been an elective one since Illinois was admitted to statehood.[2] The tenure of office, originally set for two years, is now four years under the present constitution. Bond in Carroll County is set at $10,000. The sheriff appoints one or more deputies as allowed by the rule of the circuit court.[3]

Essentially without change for over one hundred years, the principal duties of the sheriff are:

1. Acting as conservator of peace, with power to arrest offenders on view.
2. Attending, in person or by deputy, all courts of record in his county, obeying the order and direction of the court. These judicial courts include city courts, county courts, probate courts, sittings of circuit and appellate courts.[4]
3. Serving, executing, and returning all writs, warrants, process, orders, and decrees legally directed to him.
4. Selling real and personal property by virtue of execution or other process.
5. Having the custody and care of the courthouse and jail of the county.[5]

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1. L.1911, p. 277-84; L.1915, p. 378-84.
2. Constitution of 1818, Art. III, sec. 11; L.1819, p. 110; Constitution of 1348, Art. VII, sec. 7; Constitution of 1870, Art. X, sec. 8; R.S.1874, p. 989; second amendment, November 22, 1880, to the Constitution of 1870, Art. X, sec. 8.
3. Constitution of 1870, Art. X, sec. 9; R.S.1874, p. 990. Compare: R.L.1872, p. 373
4. R.S.1845, p. 515; L.1849, p. 66; R.S.1874, p. 339,989; L.1877, p. 69; L.1881, p. 64; L.1901, p. 136; L.1931, p. 413; L.1933, p. 458.
5. L.1819, p. 111,112,160-62,314-17,332,333; L.1821, p. 37,63,64; R.L.1827, p. 247,311,344,372,373; R.L.1829, p. 121; L.1831, p. 103, 104,106; R.L.1833, p. 574,575; L.1839, p. 10,12-14; L.1845, p. 10,19; R.S.1845, p. 133,134,515-17; R.S.1874, p. 989-91. The citations include references to duties which exceed the general outline noted.

Sheriff - Process; Jail Records; Fees, Receipts, Expenditures (211-214)

In the course of the multiple detailed duties included in these broad provisions, the following records occur:

1. Data of identification, criminal and stolen property.
2. Calendar of commitments to jail.
3. Receipts of delivery of prisoner in changes of venue.
4. Docket of executions.
5. "Books of Accounts." Includes fees and disbursements required to be recorded by all county officers paid in whole or part by fees.
6. Copies of reports to county and circuit courts and county board.[1]

Process

211. PROCESS DOCKET, 1880--. 8 v. (1-8).
Docket of summonses served by sheriff, showing names of parties and attorneys, court action, dates received and served, date of return and by whom served. Arr. chron. Indexed alph. by name of plaintiff. Hdw. under pr. hdgs. 360 p. 18 x 13 x 2½. Sh.'s vlt., 1st fl.

212. EXECUTION DOCKET, 1883--. 6 v. (A-F).
Docket of executions, showing names of plaintiff and defendant, judgment, dates of writ and return, damages and costs, and sheriff's returns. Arr. chron. Indexed alph. by name of plaintiff. Hdw. on pr. fm. 200 p. 18 x 12 x 2. Sh.'s vlt., 1st fl.

Jail Records

213. JAIL REGISTER, 1873--. 2 v. (1, 2).
Jail register of criminals, showing name and residence of prisoner, date of committal, name of magistrate, offense, sentence, and date and mode of discharge. Arr. chron. No index. Hdw. under pr. hdgs. 180 p. 18 x 14 x 1½. Sh.'s vlt., 1st fl.

Fees, Receipts, Expenditures

214. REGISTER OF FEES AND EARNINGS, 1891--. 2 v. (1, 2).
Register of fees earned by sheriff, showing from whom received, title of cause, service, court costs, date, and amounts of fees and earnings. Arr. chron. No index. Hdw. under pr. hdgs. 598 p. 18 x 14 x 3. Sh.'s vlt., 1st fl.

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1. L.1919, p. 201,317; L.1821, p. 182; R.L.1827, p. 249,273; L.1845, p. 11; R.S.1845, p. 305; R.S.1874, p. 566,991,992,1096; L.1907, p. 316-19; L.1909, p. 301; L.1921, p. 500; L.1923, p. 424; L.1929, p. 649; L.1931, p. 465; L.1933, p. 187-90.

IX. CORONER

The office of coroner in Illinois counties was originally established by constitutional provision in 1818.[1] The Illinois laws require the coroner to act as a conservator of the peace, with powers equal to the sheriff's in that respect, serve as a ministerial officer of the courts in the absence or disqualification of the sheriff, and perform all the duties of the latter when the office is vacant.[2] In practice these duties are far less significant than the inquest function, the principal statutory duty of the coroner. Basically that procedure has hardly changed since a time antecedent to the formation of Carroll County; the coroner when informed of a death resulting or appearing to have resulted from violence or casualty, summons a jury to inquire into the manner of death and its cause.[3]

To the custody of the clerk of the circuit court are returned the verdict of the jury, and such recognizances as may be given to the coroner by witnesses whose testimony implicates any persons as the unlawful slayer of the deceased.[4] In his own office the coroner files and preserves the record of such testimony.[5] Additionally the coroner keeps a record designated the "inquest record." This record recapitulates all the data involved in the entire inquest procedure and includes an inventory and accounting of the personal property and money of the deceased.[6]

215. CORONERS' INQUESTS, 1885--. 4 f.b.
Records of coroners' inquests, showing name of deceased, place and date of death, cause of death, names of jurors and witnesses, amount of fee, and verdict of jury. These records also include coroner's reports to the circuit clerk recapitulating the same data. Arr. chron. No index. 10 x 4½ x 14. Cir. clk.'s vlt., 1st fl., annex.

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1. Under the Constitution of 1818, the tenure of office was set for two years; the term was extended under the Constitution of 1870 to four years. Constitution of 1818, Art. III, sec. 11; Constitution of 1870, Art. X, sec. 8.
2. L.1819, p. 111,160; L.1821, p. 20-22; L.1825, p. 63,64; R.L.1827, p. 246-50,372,373,375; R.S.1845, p. 515-17; R.S.1874, p. 281,282. The office is constitutional and elective (Constitution of 1818, Art. III, sec. 11; Constitution of 1870, Art. X, sec. 8) and the term, formerly two years, is now four years (second amendment, November 22, 1880, to Constitution of 1870, Art. X, sec. 8).
3. L.1821, p. 22-24; R.S.1845, p. 517,518; R.S.1874, p. 282-84; L.1879, p. 82; L.1907, p. 213; L.1919, p. 403; L.1951, p. 388.
4. L.1821, p. 24,25; R.S.1845, p. 518; R.S.1874, p. 284,285.
5. L.1821, p. 25; R.S.1845, p. 518; L.1869, p. 104; R.S.1874, p. 285; L.1907, p. 213; L.1919, p. 293.
6. L.1821, p. 26; L.1850, p. 104; R.S.1874, p. 285,286.

X. SUPERVISOR OF ASSESSMENTS

The assessment function in Illinois counties has been controlled by various statutory provisions. Early laws fixed the value of the several categories of real and personal property, leaving to the assessing officer only limited discretion. Principally, the assessors annually revise the assessment of property and correct the same upon complaint and quadrennially assess real and personal property.

The original provision for assessments delegated this function to a treasurer appointed by the county commissioners' court to serve as ex-officio assessor.[1] In 1839, at the formation of Carroll County, provision was made for an assessor to be appointed by the county commissioners' court.[2] Then from 1845 to 1849 the county treasurer became ex-officio the county assessor. After the election of the township organization plan in Carroll County in 1849, until the present day, the township assessment officers have been responsible for the county assessments in their respective townships. Between 1850 and 1893 the township assessors reported their assessments to the county clerk. Then for the period of 1893 to 1898 the elected township boards of assessors made the assessment reports to the clerk. Finally, in 1898 the legislature created the ex-officio office of supervisor of assessments, filled by the county treasurer.[3] This latter provision remains in effect today.

The supervisor of assessments functions primarily in a supervisory capacity over township assessors who make their reports to him. The records of his office are mainly the original schedules of the different categories of assessed property and upon which he reports in other form to the county clerk. Provision is made in only a few cases for the permanent custody of these records in this office.[4]

For other taxation records, see entries 20-38, 163, 166, 217-34, 238.

216. TAX SCHEDULES, 1931--. 7 bdl.
Property schedules showing name of property owner, school district number, itemized list and value of personal property, date of filing, and signature of assessor. Arr. by twp. No index. 8 x 12 x 20. 2 bdl., 1931-32, co. clk.'s vlt., bsmt., annex; 5 bdl., 1933--, treas.'s vlt., 1st fl.

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1. L.1819, p. 315,319; L.1825, p. 173.
2. L.1839, p. 4.
3. L.1893, p. 73,74; L.1898, p. 37; L.1903, p. 295,296; L.1923, p. 492; L.1932, p. 66.
4. L.1872, p. 16; L.1898, p. 50; L.1915, p. 568.

(Next entry 217, p. 67)

XI. BOARD OF REVIEW

The duties of the board of review are essentially to assess, equalize, review or revise the assessment of property. The function of the board of review prior to 1898, was performed by the county board and town boards of review. Early legislation provided for appeals from assessments to the county board.[1] The board was granted power to review and revise the assessment of real and personal property.

The legislature in 1871, provided that town boards could annually revise the assessment of towns. The county board in accordance with the same legislation met annually to:

1. Assess omitted property.
2. Review assessments upon complaint.
3. Hear and determine the application of any person assessed on property claimed to be exempt from taxation.
4. Ascertain whether the valuations in one town or district bear just relation to all the towns or districts in the county.[2]

In 1898, this authority was transferred to the newly created board of review.[3] The board of review was composed of the chairman of the county board who was ex-officio chairman of the board of review, and the county clerk, and a citizen appointed by the judge.[4] Since 1923, the board has consisted of the chairman of the county board as ex-officio chairman of the board of review, and two citizens appointed by the county judge.[5] The members of the board select their own clerk. The two citizen members of the board are appointed alternately for a two-year term. The board may reduce or increase the entire assessment of property.

For other taxation records, see entries 20-38, 163, 166, 216, 220-34, 238.

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1. Appeals were made to the county commissioners' court: L.1839, p. 7; L.1843, p. 239; L.1845, p. 8; R.L.1845, p. 441. Then from 1849 to 1898, the appeals were to the county board of supervisors: L.1849, p. 207,208; L.1871, p. 22.
2. L.1871, p. 23.
3. L.1898, p. 54; L.1923, p. 496; L.1932, p. 75.
4. L.1898, p. 54.
5. L.1923, p. 496,497.

217. RECORD OF PROCEEDINGS OF COUNTY BOARD OF REVIEW, 1899--. 1 v., 1 f.d.
Register of complaints heard by board of review, showing name of complainant, date of complaint, change in assessment, and signatures of members of board of review. Arr. chron. No index. Hdw. V. 296 p. 18 x 12 x 1½; f.d. 18 x 22 x 22. 1 v., 1899-1904, co. clk.'s off., 1st fl., annex; 1 f.d., 1905--, co. clk.'s vlt., 1st fl., annex.

218. COMPLAINT RECORD, 1929--. 1 v. (1).
Proceedings of board of review, showing name of complainant, date of complaint, date value was changed, and value fixed by order of board. Arr. chron. Hdw. on pr. fm. 240 p. 18 x 13 x 3. Co. clk.'s off., 1st fl., annex.
For prior record of complaints, see entry 217.

219. INDEX TO COMPLAINT RECORD, 1929--. 1 v. (1).
Index to record of complaints, showing name of owner of property, and page of record. Arr. alph. by name of complainant. Hdw. under pr. hdgs. 81 p. 18 x 13 x ½. Co. clk.'s off., 1st fl., annex.

XII. COUNTY COLLECTOR

The principal function of this office is the collection of state, county, and other public corporation taxes as provided by law. The books used by the collector in effecting this procedure are prepared by the county clerk on the basis of the assessment and levy of taxes. The collector reports on the payment of taxes and the failure thereof.

The collection duties were originally performed in Carroll County by the county collector appointed by the county commissioners' court.[1] In 1843, the sheriff became ex-officio the collector of taxes.[2] Then in 1849, following the election of the township government plan, the treasurer became ex-officio the collector of taxes.[3] Under this plan town collectors, elected in each township, were required to make collection of resident property taxes and deliver their books to the county collector, who returned the said books to the county clerk.[4] The county collector in turn was charged with the collection of the non-resident property taxes.[5] The provision for the return of the collectors' books to the county clerk was changed in 1871. In this year the

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1. L.1839, p. 7.
2. L.1843, p. 234; R.S.1845, p. 8.
3. L.1849, p. 204; L.1851, p. 53; L.1871, p. 664.
4. L.1855, p. 37.
5. L.1853, p. 69,70.

legislature provided for the county collector to annually make a sworn statement to the county clerk, showing the total amount collected by him from each kind of tax, received by him from each town collector and the total amount collected by himself.[1]

In 1917, the office of town collector was abolished in counties the size of Carroll and the county collector became ex-officio the town collector. As town collector, the county collector is required to perform all the duties assigned to town collectors under existing statutory requirements.[2]

The collector annually prepares a delinquent property list and files the same with the county clerk. He also advertises his intention of applying for judgment for sale of delinquent lands and lots and is required to attend in person or deputy all tax sales resulting therefrom. The county clerk, in person or by deputy, is also required to attend all tax sales. At such tax sales the clerk and collector are to note and make entry of all tax sales and forfeitures to the state.

To recapitulate, under statutory provisions, the county collector collects taxes for the state, county and other governmental agencies, reports on the collection and failure thereof to the county clerk, settles annually with the county board, and pays to the proper authorities the amount in his hands payable to them, and attends all tax sales in person or deputy.[3]

The county collector is required by statute to keep his records as collector of taxes separate from his records as county treasurer.[4] The records of the collector's office include duplicates of receipts issued to taxpayers, state auditor's and county clerk's certificates of the collector's settlement with them, duplicates of the collector's reports, delinquent property records, tax sale and forfeiture records.

For other taxation records, see entries 20-38, 163, 166, 216-19, 227-34, 238.

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1. L.1871-72, p. 56,57; L.1881, p. 181.
2. L.1917, p. 792; L.1925, p. 605; L.1929, p. 774; L.1931, p. 905; L.1933, p. 1115.
3. L.1819, p. 317; R.L.1827, p. 373; L.1839, p. 8-12; L.1840, p. 3; L.1845, p. 9,11; L.1853, p. 66,77,111; L.1871-72, p. 32; L.1873-74, p. 51; L.1911, p. 485; L.1917, p. 664; L.1919, p. 765; L.1930, sp. sess., p. 59; L.1931, p. 747; L.1933, p. 930; R.L.1935, p. 1149.
4. L.1917, p. 664; L.1930, sp. sess., p. 59; R.S.1935, p. 1149.

220. (DUPLICATE RECEIPTS FOR TAXES COLLECTED), 1934--. 347 v.
Duplicate receipts for taxes collected on real estate and personal property in all townships, showing page and line number in collector's books, name of owner, legal description of property, number of school district, amount of first and second installments, amount paid, date, and interest and costs if overdue. Arr. by receipt no. No index. Hdw. on pr. fm. 75 p. 8 x 12 x 1. Treas.'s off., 1st fl.

221. RECEIPTS (Registered Mail), 1934--. 2 bdl.
Registered mail receipts signed by property owners, showing receipt of county collector's notice of sale of land for delinquent taxes. Arr. chron. No index. 12 x 6 x 4. Treas.'s vlt., 1st fl.

222. DELINQUENT LIST, 1916--. 3 v.
Transcript of delinquent real estate list, as returned by collectors of each township, showing amount of taxes due and unpaid, page and line number in collector's book, location and valuation, spread of assessment, in whose name assessed, amount of taxes due, costs, interest, and total. Arr. by subdivision no. No index. Hdw. on pr. fm. 500 p. 16 x 14 x 3. Treas.'s off., 1st fl.

223. (COLLECTIONS ON DELINQUENT TAXES), 1934--. 1 v.
Record of collections of delinquent taxes on real estate and personal property, showing in whose name assessed, page and line number in assessor's book, location and legal description of property, assessed valuation, spread of assessments, total interest and costs, date, and by whom paid. Arr. alph. by name of owner. No index. Hdw. on pr. fm. 200 p. 16 x 14 x 1. Treas.'s off., 1st fl.

224. FORFEITURE RECORD, 1934--. 1 f.b.
Lists of property forfeited for non-payment of taxes, showing page and line number in collector's book, legal description of property, spread of assessments, prior and current tax penalties, property redeemed or sold, and total interest and costs. Arr. by subdivision no. No index. 20 x 14 x 29. Treas.'s off., 1st fl.

225. COUNTY COLLECTOR'S NOTICE OF SALE OF DELINQUENT LANDS AND LOTS, 1934--. 16 v.
Duplicates of collector's notices to property owner of sale of land for delinquent taxes, showing owner's name, legal description of property, amount of tax and special assessment past due, interest and costs, date, and signature of county collector. Arr. chron. No index. Hdw. on pr. fm. 100 p. 8 x 12 x 1. Treas.'s off., 1st fl.

226. COUNTY COLLECTORS' ACCOUNTS WITH TOWNS (Delinquent Railroad Taxes), 1908-12. 1 v.
Individual accounts with townships on delinquent railroad taxes, showing date, amount due, and tax spread; also abatement list showing errors in assessments, amounts forfeited to state, and cash balance. Arr. chron. No index. Hdw. on pr. fm. 200 p. 18 x 14 x 1½. Treas.'s vlt., 1st fl.
For prior and subsequent records, see entry 23.

(Next entry 227, p. 71)

XIII. COUNTY TREASURER

The county treasurer is a constitutional officer who receives the county revenue, keeps custody of its funds, and disburses them in accordance with orders of the county board, or by specific authorization of law.[1]

Originally the county treasurer was a statutory officer. He was first appointed by the county commissioners' court (the county board).[2] The legislature provided in 1823 that the sheriff could not serve as the county treasurer. However, in 1825 he was made successor to the treasurer and was to receive all the moneys and records of said office. This provision was short-lived, for in 1827 the treasurer again became an appointee of the county commissioners' court.[3] Then in 1837 the office was made elective with a four-year term. With only changes in the tenure the office has remained elective until the present day.[4] Bond was first set at $2000, but since 1827 the penalty sum has been set by the county board.[5] Thus, in Carroll County the county treasurer has been an elected officer since the formation of the county.

The treasurer is required to keep books of accounts of all funds received and disbursed by him, maintain a register of county orders countersigned and paid, report annually to the county board on the financial transactions of his office, and settle his accounts with the board semiannually.[6] The last two requirements give rise to a number of segregated records of accounts beyond strict statutory requirements. In addition, reports are made to the treasurer by other county authorities in the process of transacting business with him.

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1. R.S.1845, p. 138; L.1861, p. 239; R.S.1874, p. 323,324.
2. L.1819, p. 315; L.1823, p. 206.
3. L.1825, p. 178; R.L.1827, p. 329; R.L.1833, p. 515,516.
4. Office made elective with four-year term, R.L.1837, p. 274; term reduced to two years, L.1845, p. 28; office made constitutional without change of term, Constitution of 1870, Art. X, sec. 8; term lengthened to four years, second amendment (ratified Nov. 22, 1880) to the Constitution of 1870, Art. X, sec. 8.
5. L.1819, p. 318; R.L.1827, p. 329; R.S.1874, p. 323. The bond is required to be filed in the office of the county clerk.
6. L.1819, p. 318; R.L.1837, p. 582,583; L.1846, p. 33; R.S.1845, p. 136,138,139; L.1861, p. 239,240; R.S.1874, p. 323,324.

Taxation
(See also entries 20-38, 163, 166, 216-26, 238.)

Real Estate and Personal Property

227. (TAX PAYMENT RECORD), 1936--. 14 f.b.
Card record of taxes paid on real estate and personal property, showing receipt number, name of owner, page and line in collector's book, amount of each installment, and back taxes. Arr. alph. for each twp. by name of property owner. 6 x 5 x 18. Treas.'s off., 1st fl.

228. TAX RECEIPT INDEX, 1936--. 1 v.
Index to tax receipts, showing line and page in collector's book, and card number in file. Arr. alph. by name of property owner. Hdw. under pr. hdgs. 1000 p. 16 x 14 x 5. Treas.'s off., 1st fl.

229. TAX SETTLEMENT RECORD, 1881--. 5 v. (A-C, 1 not labeled, 1). Missing: 1914-29.
Record of settlement of taxes, showing number of township, date, name of district, recapitulation of abatements, errors in assessments, delinquent tax settlements, total uncollected taxes, and total turned into treasurer's office. Arr. alph. by name of twp. No index. Hdw. under pr. hdgs. 250 p., 350 p.; 16 x 14 x 2, 18 x 12 x 3. 3 v. A-C, 1881-1913, co. clk.'s vlt., bsmt., annex; 1 v. not labeled, v. 1, 1930--, treas.'s vlt., 1st fl.

230. COLLECTOR'S ACCOUNTS, 1872--. 2 v., 1 bdl.
Record of county collectors' accounts with county treasurer, showing date, name of collector, amount collected, amount deducted for abatement, errors, and commissions, and net amount paid to treasurer. Arr. alph. by name of twp. No index. Hdw. under pr. hdgs. V. 350 p. 18 x 12 x 3; 1 bdl. 8 x 14 x 1. 2 v., 1872-1918, co. clk.'s vlt., bsmt., annex; 1 bdl., 1919--, treas.'s vlt., 1st fl.

231. TAX RECEIPTS IN REDEMPTION OF FORFEITED PROPERTY, 1934--. 6 v.
Duplicate receipts for taxes paid on forfeited property, showing owner's name, location and legal description of property, amount of tax forfeited, interest and costs, penalty, county clerk's fee, total amount due, date paid, and signature of county clerk. Arr. by receipt no. No index. Hdw. on pr. fm. 100 p. 8 x 12 x 1. Treas.'s vlt., 1st fl.

232. COLLECTIONS AND DISTRIBUTION BOOK, 1883--. 7 v. (A-E, 2 not lettered). Title varies: Memorandum of Tax Receipts by County Collector.
Distribution and receipt book showing date, amount of tax, back tax, interest and costs, total amount of tax, and distribution to various funds. Arr. chron. No index. Hdw. under pr. hdgs. 300 p. 18 x 12 x 2½. 5 v. A-E, 1883-1930, co. clk.'s vlt., bsmt., annex; 2 v. not lettered, 1931--, treas.'s off., 1st fl.

233. TREASURER'S ACCOUNT WITH COLLECTOR, 1875-1907. 2 v. (A, B).
Treasurer's account with collector, showing name of collector, amount and kind of tax, and date and amount paid to county treasurer. Arr. alph. by name of twp. No index. Hdw. on pr. fm. Writing faded, paper poor. 239 p. 15 x 11 x 2. Co. clk.'s vlt., bsmt., annex.

Inheritance Tax

234. INHERITANCE TAX ACCOUNT, 1932--. 1 v.
Inheritance taxes collected by county treasurer, showing names of estate and appraiser, dates of appraisement and filing notice, judge's certificate, date interest began, names of heirs, amount of tax, and date paid. Arr. chron. No index. Hdw. on pr. fm. 200 p. 20 x 14 x 1. Treas.'s off., 1st fl.

Receipts and Disbursements

Account Books and Ledgers

235. COUNTY TREASURER AND COUNTY COLLECTOR ACCOUNT WITH COUNTY FUNDS, 1872--. 2 v. Title varies: Treasurer's Account of County Funds.
Account of funds received and disbursed by county treasurer, showing expenditures for foreign witness fees, office rent, county orders, jury warrants, reporter's fees, floating bonds, and treasurer's commissions. Arr. chron. No index. Hdw. on pr. fm. 175 p., 239 p.; 18 x 14 x 1, 18 x 13 x 2. 1 v., 1872-98, co. clk.'s vlt., bsmt., annex; 1 v., 1899--, treas.'s vlt., 1st fl.

236. EARNINGS AND EXPENDITURES, 1920--. 1 v.
Ledger of receipts from tax collections, licenses, and fees, showing from whom received, date, and amount; also expenditures for salaries and office overhead, showing date, amount, and to whom paid. Arr. chron. No index. Hdw. on pr. fm. 252 p. 14 x 12 x 2. Treas.'s off., 1st fl.

237. TREASURER'S APPROPRIATION LEDGER, 1931--. 1 v.
Ledger of treasurer's expenses, including appropriations for light, telephone, fuel, salary of county officers, supervisors' services, wolf bounties, court reporters, and miscellaneous items, showing dates, amounts received and disbursed, and balance. Arr. chron. No index. Hdw. on pr. fm. 200 p. 16 x 14 x 1. Treas.'s off., 1st fl.

Cash Books

238. DAILY CASH, 1935--. 1 v.
Treasurer's daily record of collections from all sources, and expenditures, including amounts allotted to and paid out of motor fuel tax, 15D refund, non-high-school, institute, inheritance, dog tax, and state's attorneys' funds, showing date and purpose of payment, and to whom paid. Arr. alph. by name of fund. No index. 200 p. 20 x 14 x 1. Treas.'s off., 1st fl.

239. DAILY CASH BOOK, COLLECTOR'S ACCOUNT, 1935--. 1 v.
Daily record of cash received by county treasurer from tax collectors, showing date of collection, amount and from whom collected, interest abated and collected, clerk's fees, back taxes on warrants, and interest and costs of back tax. Arr. chron. No index. Hdw. under pr. hdgs. 200 p. 20 x 14 x 1. Treas.'s off., 1st fl.

Special Accounts

School (See also entries 251-53.)

240. NON-HIGH-SCHOOL FUNDS, 1918--. 1 v.
Record of funds received by county treasurer for non-high-school purposes, showing amount, date, from whom and from what township received, total amount distributed to township school treasurer, date, and name of payee. Arr. chron. No index. Hdw. on pr. fm. 100 p. 16 x 12 x 1. Treas.'s vlt., 1st fl.

241. INSTITUTE FUND, 1922--. 1 v.
Funds received by county treasurer for district school purposes, showing amount, date, from whom and from what township received, amount distributed to township school treasurer, date, and name of payee. Arr. chron. No index. Hdw. on pr. fm. 100 p. 16 x 12 x 1. Treas.'s vlt., 1st fl.

Probate

242. NON-RESIDENT HEIR FUND, 1898--. 3 v.
Record of non-resident heir funds, showing date, amount and from whom received, total amount, and to whom paid. Arr. chron. No index. Hdw. on pr. fm. 185 p. 12 x 10 x 1½, 18 x 14 x 1. Treas.'s vlt., 1st fl.

Highways (See also entries 6, 264, 270.)

243. MOTOR FUEL FUND; MOTOR FUEL TAX ALLOTMENT RECORD, 1924--. 2 v.
Funds received from motor fuel tax, showing amount, date, from whom and total amount received; name of payee, reason for and date of payment. Arr. chron. No index. Hdw. on pr. fm. 100 p. 18 x 14 x 1. Treas.'s vlt., 1st fl.

Dog Licenses (See also entries 64, 238.)

244. DOG LICENSE FUND, 1921--. 1 v. (1). Record not kept prior to 1921.
Record of funds received by county treasurer for issuing dog licenses, showing date, amount, from what township received; also amounts paid for witness fees and sheep killed, showing date paid, and approval by board of supervisors. Arr. chron. No index. Hdw. on pr. fm. 160 p. 16 x 14 x 1. Treas.'s vlt., 1st fl.

State's Attorneys

245. STATE'S ATTORNEYS' FUND, 1899--. 1 v.
Record of funds received by state's attorney, showing amount, date and from whom received; also expenditures from fund, showing amount and to whom paid. Arr. chron. No index. Hdw. on pr. fm. 100 p. 14 x 12 x 1. Treas.'s vlt., 1st fl.

County Orders, Warrants, Certificates
(See also entries 3-11.)

246. REGISTER OF COUNTY ORDERS COUNTERSIGNED, 1918--. 2 v. (5, 6).
Register of county orders countersigned by treasurer, showing number, date and amount of order, and date paid. Arr. chron. No index. Hdw. under pr. hdgs. 500 p. 16 x 14 x 3. Treas.'s vlt., 1st fl.

247. (WARRANT REGISTER), 1934--. 1 v.
Register of warrants issued for payment of county expenses, showing date and to whom issued, purpose, total issued, date of bank cancellation, and number of warrant. Arr. by warrant no. No index. Hdw. under pr. hdgs. 218 p. 16 x 14 x 2. Treas.'s off., 1st fl.

248. REGISTER OF JURY CERTIFICATES, 1923--. 1 v. (B).
Duplicate register of jury certificates paid by county treasurer, showing certificate number, names of payee and court, amount, and date paid. Arr. chron. No index. Hdw. under pr. hdgs. 500 p. 16 x 14 x 3. Treas.'s vlt., 1st fl.

249. REGISTER MOTHERS PENSION WARRANTS, 1935--. 1 v.
Duplicate register of warrants issued against mothers' pension fund, showing number, date, and amount of order, in whose favor drawn, and date paid. Arr. by no. of warrant. No index. Hdw. under pr. hdgs. 217 p. 16 x 14 x 2. Treas.'s off., 1st fl.

250. (GROUND-HOG AND CROW CERTIFICATES), 1907-16. 6 bdl.
Original bounty certificates on ground-hogs and crows, showing name of applicant, residence, number of crows or ground-hogs killed, date of certificate, amount paid, and signature of county clerk. Arr. by certificate no. No index. 9 x 4 x 9. Co. clk.'s vlt., bsmt., annex.

(Next entry 251, p. 76)

XIV. COUNTY SUPERINTENDENT OF SCHOOLS

The superintendent of schools is a statutory officer, elected for a term of four years.[1] His principal duties are:

1. Selling township fund lands and issuing certificates therefor.
2. Examining the complete accounts of every township treasurer in his county and reporting irregularities of the township trustees.
3. Conducting a teachers' institute, holding quarterly examinations for teachers' certificates, and issuing such.
4. Holding examinations for normal and university scholarships.
5. Visiting the public schools in the county, observing methods of instruction, making recommendations to teachers, advising school officers; observing sanitary and safety conditions, notifying trustees and state authorities of unsatisfactory conditions; inspecting plans and specifications, and approving those meeting state regulations.[2]

The office of superintendent of schools was originally filled by the county commissioner of schools. Later the office of superintendent became an independent office and the functions of the former school commissioner were fulfilled by the new officer. More accurately it may be said that the origin of the office of superintendent of schools was the establishment of the office of county school commissioner.

The office of county school commissioner was created in 1829. The principal duties of this officer centered around the sale of school lands.[3] His reports to the county commissioners' court (county board), of the sale of school lands, were recorded in the said court in a well-bound book kept for that purpose.[4] He also reported on his other transactions and on the school fund.[5]

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1. L.1872, p. 702; L.1909, p. 342; L.1915, p. 628; L.1923, p. 596. Term formerly ran two years, R.S.1845, p. 497.
2. R.S.1845, p. 498; L.1847, p. 122; L.1845, p. 156; L.1909, p. 343-52; L.1915, p. 635.
3. R.L.1829, p. 150,151.
4. R.L.1829, p. 152,153.
5. L.1831, p. 175.

In 1845 the county school commissinner became ex-officio county superintendent of schools.[1] The school commissioner became an elected officer in 1847, with a term of two years.[2]

In 1872 the independent office of county superintendent of schools was created with a tenure of office of four years.[3]

The superintendent is required to keep the following records: three books denoted as A, B, and C, containing respectively petitions for the sale of school lands, records of sales of such, and accounts of all moneys received and paid out; files of township treasurers' bonds and trustees' reports to him, files of poll books and returns of school district elections; maps of school district boundaries; registers of certificates granted and teachers employed in the county.[4] In addition he is required to make annual reports to the state superintendent of schools on such matters as the latter may designate, quarterly reports to the county board on his visits to schools, and annual reports to the board on the receipts and expenditures of his office. Copies of these are sometimes found among his records, along with vouchers, special statements concerning the institute and other segregated funds, and similar current papers.[5]

Accounts of School Funds
(See also entries 240, 241.)

251. (CASH BOOK), 1855--. 1 v.
Superintendent's cash book showing itemized account of receipts and expenditures, date of receipt, amount and from whom received, on what account, interest on loans, amounts paid out, interest and principal, and names of principals involved. Arr. chron. No index. Hdw. 659 p. 14 x 9 x 2. Off. of supt. of sch., 2nd fl., annex.

252. SCHOOL RECORD, 1908--. 1 v. (L).
Ledger of school board's expenses, showing names and salaries of officers, amount and kind of expenses, and date. Arr. chron. No index. Hdw. 501 p. 16 x 12 x 2. Co. clk.'s off., 1st fl., annex.

253. JURISDICTION OF COUNTY SUPERINTENDENT OF SCHOOLS, 1898--. 1 f.b.
Monthly report on institute funds to county treasurer, showing date and signature of superintendent of schools. Arr. chron. No index. 6 x 4½ x 10. Co. clk.'s vlt., bsmt., annex.

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1. L.1845, p. 54.
2. L.1847, p. 120.
3. L.1871-72, p. 702; L.1909, p. 342; L.1923, p. 596.
4. R.S.1845, p. 498; L.1847, p. 121; L.1849, p. 155; L.1853, p. 55; L.1869, p. 265; L.1909, p. 349,350; L.1919, p. 387.
5. R.S.1845, p. 500,501; L.1847, p. 122; L.1849, p. 156; L.1855, p. 57; L.1871-72, p. 705; L.1869, p. 265,325; L.1909, p. 347,350.

Sale of School Lands

254. (PETITION AND RECORD FOR SALE OF SCHOOL LANDS), 1844--.
2 v. (A, B). Last entry 1867.
Petitions for, and record of sale of school lands, showing description and location of land, name of purchaser, date of petition and purchase, amount of sale, and names of township and justice of peace. Lands all sold by 1868. Arr. by twp. no. No index. Hdw. Writing faded. 200 p. 12 x 8 x 1. Cir. clk.'s off., 1st fl., annex.

Teachers' Records

255. TEACHERS' PERMANENT RECORD, 1914--. 5 v. (A-E).
Permanent record of teachers, showing teacher's name and address, age, grade of certificate, school attended, subjects and grade taught, application number, months of experience, and professional credits. Arr. chron. Hdw. on pr. fm. 410 p. 10½ x 16 x 2. Off. of supt. of sch., 2nd fl., annex.

256. INDEX TO TEACHERS' PERMANENT RECORD, 1914--. 1 f.b.
Card index to teachers' permanent record, showing name of teacher, year of application, application number, and book and page of record. Arr. alph. by name of teacher. 12 x 5 x 20. Off. of supt. of sch., 2nd fl., annex.

257. TEACHERS APPLICATIONS, 1914--. 10 f.b.
Applications of teachers to school board, showing name of applicant, date, age, address, school address, name of school attended, length of attendance and date, references, number of years teaching experience, and where certificate was issued. Arr. alph. by name of teacher. No index. 12 x 3 x 20. Off. of supt. of sch., 2nd fl., annex.

Pupils' Records

258. EXAMINATION RECORD (Pupils), 1924--. 1 v.
Record of pupils' examinations, showing names of pupil, parent, township, and teacher, date of examination, subjects listed, grade in each, date diploma issued, district number, and age of pupil. Arr. alph. by name of pupil. No index. Hdw. on pr. fm. 200 p. 10 x 16 x 2. Off. of supt. of sch., 2nd fl., annex.

Reports

259. COUNTY SUPERINTENDENT'S ANNUAL REPORT TO STATE, 1882--.
1 f.b.
Reports of county superintendent to state, showing general, financial, and high school statistics by township, township funds, account of superintendent of schools with county treasurer, investments, balances, and school income. Arr. chron. No index. 20 x 12 x 24. Off. of supt. of sch., 2nd fl., annex.

260. TRUSTEES' ANNUAL REPORT, 1866--. 1 f.b.
Annual reports of school trustees to superintendent of schools, showing general, financial, and special statistics, expenditures, special fund accounts, distributive fund, and loan fund. Arr. chron. No index. 14 x 14 x 24. Vlt. of supt. of sch., bsmt., annex.

Maps and Plats

261. SCHOOL AND ROAD PLATS, 1880--. 1 v.
Commercial and political plats of schools and roads of each township, showing number, date of plat, date filed, and signatures of county clerk and school trustees. Arr. by twp. Indexed alph. by names of school district. Hdw. on pr. fm. 312 p. 18 x 12 x 1½. Co. clk.'s vlt., 1st fl., annex.

262. SCHOOL PLATS, 1866--. 1 f.b.
Original maps of each township school district, showing district number and range, signatures of president and clerk, and date filed. Printed from drawings by township trustees. Arr. by twp. No index. 10 x 4½ x 14. Co. clk.'s vlt., 1st fl., annex.

263. SCHOOL DISTRICT PLATS, 1866-79. 1 v.
Political maps of school districts, showing location and number of each school district, date recorded, and signature of county clerk. Printed from drawing by township trustees. Arr. by twp., sec. and range. Indexed alph. by name of twp. Hdw. on pr. fm. Binding and paper poor, writing faded. 94 p. 11 x 8 x 1. Co. clk.'s vlt., 1st fl., annex.

XV. COUNTY SUPERINTENDENT OF HIGHWAYS

The office of county superintendent of highways was first established in Illinois in 1913.[1] Prior to this date the township boards of highway commissioners effected essentially, those duties since performed by the county superintendent of highways.

The superintendent is appointed by the county board. The board submits a list of three to five candidates to the state department of public works and buildings. This department examines the candidates to determine the person best fitted for the office.[2] The successful candidate holds office for six years and is remunerated in a sum fixed by the county board.

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1. L.1913, p. 524.
2. Between the years 1913 and 1921 the list of prospective candidates was required to be submitted to the state highway commission. L.1913, p. 524; L.1921, p. 781; L.1933, p. 960.

Co. Supt. of Hwys. - Construction and Maintenance Records (264)

The powers and duties of the county superintendent of highways are subject to the rules and regulations of the state department of public works and buildings. He is however, subject upon hearing, to removal by the county board. The superintendent is required also, to perform such duties as may be prescribed under the direction of the (state) chief highway engineer.[1] The said superintendent exercises supervision over township, county and state-aid roads, bridges and culverts in his county.

His principal duties are:

1. Preparing plans, specifications, and estimates for all bridges to be built by the county.
2. Supervising the construction and maintenance of county roads and bridges, and state-aid roads.
3. Inspecting the highways and bridges in each town or district of his county at least once a year.
4. Advising and directing the highway commissioners in each town or district as to the best methods of repair, maintenance, and improvement of highways and bridges.
5. Approving any purchase in excess of $200 for materials, machinery, or apparatus to be used in road construction in any town or district.[2]

He is required to keep the following records:

1. Records of contracts, purchases, and expenditures authorized by himself, the county board, or township commissions.
2. Maps, plats, blueprints, specifications, etc., arising in his supervision of roads and bridges, or the planning of new constructions.
3. Accounts of the funds handled by his office.
4. Reports from other officers or bodies touching the affairs of his office; copies of his own reports on the administration of his office; related papers.[3]

Construction and Maintenance Records
(See also entries 6, 243, 270.)

264. MOTOR FUEL ALLOTMENT RECORD, 1931--. 1 v.
Record of motor fuel tax allotments, showing estimate, name of township, route and section numbers, amount requested by county board, date, receipt and claim number, amount received and distributed, and balance available. Arr. chron. No index. Hdw. 100 p. 12 x 13 x 1½. Off. of supt. of hwys., 2nd fl., annex.

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1. L.1921, p. 781; L.1933, p. 960.
2. L.1913, p. 523-26.

265. (CONSTRUCTION RECORDS), 1916--. 1 f.b.
Originals and copies of notices to contractors on jobs, showing specifications, proposals, contracts, contract bonds, county requests for funds, and engineers' final estimates. Arr. chron. No index. 5 x 8 x 14. Off. of supt. of hwys., 2nd fl., annex.

266. COST LEDGER, 1914--. 1 v.
Ledger of costs of highway department construction work, showing amount spent, date, location, and type of construction work. Arr. chron. No index. Hdw. 100 p. 12 x 18 x 1½. Off. of supt. of hwys., 2nd fl., annex.

267. (ROAD DEDICATION AND CONSTRUCTION PAPERS), 1914--. 1 f.b.
Plans, specifications, and estimate for state bond issue route, with notices of dedications. Arr. chron. No index. 5 x 8 x 14. Off. of supt. of hwys., 2nd fl., annex.

Claims

268. (CLAIMS), 1914--. 2 f.b.
Bills payable by highway department of labor, material, repairs, and purchases of machinery, showing date, number, and amount of claim, and name and address of claimant. Arr. chron. No index. 5 x 8 x 14. Off. of supt. of hwys., 2nd fl., annex.

269. CLAIM REGISTER, 1914--. 1 v.
Register of claims against county highway funds, showing date, number of claim, name and address of claimant, article or service rendered, patrol number, claim totals, functional distribution, and warrant reference. Arr. chron. No index. Hdw. 100 p. 12 x 18 x 1½. Off. of supt. of hwys., 2nd fl., annex.

Reports
(See also entries 6, 243, 264.)

270. COUNTY TREASURERS MONTHLY REPORT TO SUPERINTENDENT OF HIGHWAYS, 1914--. 1 v.
Report of funds paid out for highway maintenance, showing number, amount, and date of warrant. Arr. chron. No index. Hdw. 100 p. 12 x 12 x 1. Off. of supt. of hwys., 2nd fl., annex.

271. (REPORTS AND PETITIONS), 1914--. 1 f.b.
Reports of highway commissioner on office expenditures, road expense, special elections, and bridge construction. Arr. chron. No index. 5 x 8 x 14. Off. of supt. of hwys., 2nd fl., annex.

272. (MONTHLY PATROL REPORTS), 1916--. 3 f.b.
Patrolmens' original reports showing name of patrolman, date of report, number of hours worked, type of work done, original bills of expense, and location of road patroled. Arr. chron. No index. 5 x 8 x 14. Off. of supt. of hwys., 2nd fl., annex.

Maps

273. (PLATS OF PROPERTY ALONG RIGHT OF WAY), 1914--. 160 maps. Communication maps of property along the right of way of state roads, showing location and description of property. Drawn by highway engineers. Arr. by sec., twp. and range. Blueprints. 1 in. to 1 mi. 15 x 34. Off. of supt. of hwys., 2nd fl., annex.

274. (ROAD MAPS, SPECIFICATIONS), 1886--. 536 maps and plans. Maps and plans showing location, descriptions, and specifications for construction of roads, bridges, culverts, and the county building with dates of drawings shown. Blueprinted from drawings by superintendent of highways. Arr. by sec., twp. and range. Scale varies. 24 x 18. Off. of supt. of hwys., 2nd fl., annex.

275. (ROAD MAPS), 1920--. 400 maps.
County road maps showing state bond issue, state aid, and township roads, railroads, and township boundaries. Black and white communication maps, from drawings by superintendent of highways. Arr. by sec., twp. and range. 1 in. to 1 mi. 15 x 23. Off. of supt. of hwys., 2nd fl., annex.

Correspondence

276. (LETTERS, CIRCULARS, AND DOCUMENTS), 1914--. 3 f.d.
Originals and copies of letters sent and received by highway commissioner, vouchers, notices, bonds of contractors, audit reports, applications for patrol jobs, patrol contracts, and patrol bonds. Arr. chron. No index. 5 x 8 x 14. Off. of supt. of hwys., 2nd fl., annex.

277. (ROAD CONTRACTS), 1916--. 1 f.b.
Correspondence on road and bridge contracts, road construction work, proposals, engineers' estimates, and road work specifications. Arr. chron. No index. 5 x 8 x 14. Off. of supt. of hwys., 2nd fl., annex.

XVI. COUNTY SURVEYOR

The office of county surveyor was first established in Illinois in 1821. The incumbent was an appointee of the general assembly.[1] In vacation, nominations were made by the county commissioners' court (county board) to the governor.[2] From 1835 to 1936, the county surveyor was an elected officer of the county electorate. Since September 1936, he

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1. L.1821, p. 82; R.L.1829, p. 172; R.L.1833, p. 591.
2. Ibid.

has been an appointee of the county board.[1] Thus in Carroll, the office of the county surveyor has been an elective one from its formation in 1839, until the latter instance of his appointment by the county board of supervisors.

The surveyor is required by law to make all surveys within the bounds of his county that he may be called upon to make by persons interested or the county board of supervisors. Such surveys include those of additions or subdivisions, and marking of county lines. Few changes have been made in the original statutory requirements for the duties of this office.

The county surveyor is required by law to keep a bound book in which he records all surveys made by him, giving such information as the name of the person whose land is surveyed and descriptive data of the survey. He is also required to preserve his field notes and retain copies of plats.[2]

278. RECORD OF SURVEYS, 1846--. 8 v. (A-H). Title varies: Surveyors Records.
Record of surveys made by county surveyor, showing date, location of survey, name of owner, and full description of survey, including witness trees, corners or other markings, with correct distances, and plats of same. Arr. alph. by name of owner. No index. Hdw. 300 p. 18 x 13 x 3½. Cir. clk.'s off., 1st fl., annex.

279. H. C. HUNTER, SURVEYOR, 1854-77. 1 f.b.
Original reports of sales of swamp lands, showing location and legal description of land, date of report, list and description of lands subject to overflow, and signature of county surveyor. Arr. chron. No index. 10 x 5 x 14. Cir. clk.'s vlt., 1st fl., annex.

XVII. DRAINAGE COMMISSIONERS

The constitution of 1870 delegated to the general assembly a broad power to provide laws in regard to drainage.[3] Owners of land may organize drainage districts whose corporate authorities have power to acquire rights of way, issue bonds, construct and maintain drains,

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1. L.1835, p. 166; L.1837, p. 558; R.S.1845, p. 524; R.S.1874, p. 456, 1050; L.1903, p. 349; L.1933, p. 1104.
2. L.1821, p. 634; R.L.1829, p. 173; R.L.1833, p. 582,599,600; L.1845, p. 201; R.S.1874, p. 1050; L.1916, p. 575; R.S.1935, p. 2416.
3. Constitution of 1870, Art. IV, sec. 31.

ditches, and levees for agricultural, sanitary, or mining purposes, and assess the property benefited thereby.[1]

Drainage districts have been established in Carroll County upon petitions to the county court in accordance with the laws of 1879 and subsequent enactments. The dates of formation are dependent upon the petitions to the county court, and creation by county court orders of the various drainage districts.

Drainage districts are of three kinds: regular, composed of property lying in a single town; union, where the lands to be organized lie in two towns in the same or different counties; special, with three or more towns involved.[2] The corporate powers of each district are vested in three commissioners appointed by town clerks except in special districts, where they are elected.[3] In regular districts the commissioners appoint one of their own members to act as secretary; in union districts the town clerk, and in special the county clerk, act in an ex-officio capacity as clerk of the district, and the county treasurer as ex-officio treasurer and collector.[4] The county and circuit courts exercise concurrent jurisdiction over the organization, appeals on regular and special assessments and right of way.

The following records however, regardless of how kept, belong to the drainage commissioners:

1. Records of bonds issued.
2. Assessment books.
3. Petitions of owners of land to stay assessments, orders of commissioners thereupon, and other proceedings.
4. State auditor's certificates of interest due on bonds.
5. Tax lists showing pro-rata share of levy for bond interest (union and special districts only).
6. Copies of reports to county court on conditions of district and estimated expenditures; and to county treasurer on delinquent lands; maps and plats, surveys and estimates; office transactions.[5]

The first two records are required to be kept in separate books, the next three generally are known as the "Drainage Record", and the remaining records are kept desultorily.

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1. First amendment to the Constitution, ratified November 29, 1838; incorporated in Constitution of 1870, Art. IV, sec. 31; L.1879, p. 120,124-28.
2. L.1879, p. 123; L.1885, p. 93,94,113. River districts, though not in this category, may be organized similarly and with like powers. L.1885, p. 106.
3. L.1885, p. 93,95.
4. L.1879, p. 123; L.1885, p. 93,95,113.
5. L.1879, p. 120-34; L.1885, p. 78-104.

280. SAVANNA AND YORK DRAINAGE, 1910--. 5 f.b.
Original affidavits and itemized accounts of drainage districts, showing names of townships and petitioners, dates of repairs, and signatures of commissioners. Arr. chron. No index. 10 x 4½ x 14. Co. clk.'s off., 1st fl., annex.

281. CARROLL COUNTY DRAINAGE DISTRICT, 1918--. 1 f.b. (1).
Original affidavits and petitions for the creation of drainage districts, showing names of petitioners and commissioners, and dates. Also contains Drainage Commissioners' Reports to county board, entry 17. Arr. chron. No index. 10 x 4½ x 14. Co. clk.'s off., 1st fl., annex.

282. CARROLL COUNTY DRAINAGE DISTRICT NO. 1, 1921. 5 maps.
Physical maps of Carroll County drainage district number 1, showing township, range, section, quarter section, name of owner of property, number of acres, and location of levees and pump plant. No index. Elliott and Hartman, engineers, Peoria, Ill. Blueprints. 1 in. to 800 ft. 12 x 36. Co. clk.'s vlt., 1st fl., annex.

283. SAVANNA AND YORK DRAINAGE DISTRICT, 1906. 3 maps.
Physical maps of Savanna and York drainage districts, showing township, range, section, quarter section, name of owner, number of acres, and location of levees, ditches, and check dam. Author, Edward O. Hills, Morrison, Ill. Blueprints. 1 in. to 300 ft. 30 x 36. Co. clk.'s vlt., 1st fl., annex.

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